

**AGENDA
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
WEDNESDAY, JULY 22, 2026, 9:00 AM
ISLAND ROOM – TOWN HALL – 2 BRIDGE ROAD, HOBE SOUND, FL**

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

AGENDA APPROVAL AND COMMENTS*

A. Commissioner Comments

- a. Commissioner/Town Manager/Town Attorney Comments
- b. Agenda Approval

The Town Commission will meet at approximately 12:00pm to conduct a closed-door Attorney Client Session in the Town Hall Conference Room, which is estimated to last approximately one hour, but may continue as long as necessary to conduct required business. The Town Commission will reconvene once the Attorney Client Session has adjourned.

B. Public Comment - Non-agenda related or for those who may not be able to remain in chamber for the meeting duration.

CONSENT ITEMS

- 1. Consent Agenda

Category A- To be reviewed and approved (as is or as edited) by the Town Commission

- a. Minutes of the June 22, 2026, Town Commission meeting
- b. Fixed Asset Disposals

Category B- Other Informational Materials (No Action Required)

- a. Minutes of the June 4, 2026, Development Review Board Meeting

PRIORITY MATTERS & PRESENTATIONS

- 2. Mangrove Trimming Discussion* - Kathleen Baxter, Coastal Planting Service, Inc. - 15 minutes

COMMISSION ACTION ITEMS

- 3. Memorandum of Understanding re. Disaster Debris Management Site - 10 minutes
- 4. Finance Reports - 20 minutes
 - a. General Fund Monthly Financial Review
 - b. FY 2026-2027 Setting the Proposed Ad Valorem Millage Rates and First Budget Public Hearing

Date

5. Ordinance No. 422 - Code Text Amendment pertaining to Solicitors - 1st Reading - 10 minutes
6. Ordinance No. 423 - Powers and Authority of the Town Commission - 1st Reading - 15 minutes
7. Commission and Board/Committee Vacancies* - 5 minutes

ADDITIONAL COMMISSION MATTERS

8. Comprehensive Plan Review - 45 minutes
 - a. Review of Last Four Elements
 - Recreation & Open Space Element
 - Intergovernmental Coordination Element
 - Capital Improvements Element
 - Property Rights Element
9. Changes to Approved Development Orders - 30 minutes
10. Basement Discussion - 30 minutes
11. Appeal Process Discussion - Town Attorney - 45 minutes

STANDING REPORTS

12. Town Manager's Report*
13. Town Attorney Report*
14. Building Department Report
15. Public Works Department Report
 - a. River Road Review
 - b. Lethal Yellowing Update
 - c. Ficus Allée Update
16. Public Safety Report

OTHER ITEMS

17. Meeting Dates
 - **July 21, 2026 – Executive Session re. Collective Bargaining – 9:30am**
 - **July 21, 2026 – SMRU Board Meeting – 10am**
 - **July 22, 2026 – Town Commission Meeting – 9am**

- **July 22, 2026 – Beach Protection District Meeting – 1:00pm or Directly Following Town Commission Meeting**
- **September 14, 2026 – Town Commission Meeting – 9am**
- **September 14, 2026 – SMRU Board Meeting – 1pm or Directly Following Town Commission Mtg**
- **September 14, 2026 – First Budget Hearing – 5:01pm**
- **September 17, 2026 – Beach Protection District Meeting – 4pm**
- **September 17, 2026 – Second Budget Hearing and Adoption – 5:01pm**

18. Other Items*

** No advanced materials provided*

(QJ) Denotes a quasi-judicial matter or public hearing

Note that time allotments, where indicated, represent anticipated discussion timeframes intended to support the efficient flow of the meeting, and are not intended to establish a time-certain for any specific agenda item.

TOWN COMMISSION

Anne Scott, Mayor

Joseph Taddeo, Vice Mayor

Marshall Field VI, Commissioner

Patricia Warner, Commissioner

Maria Bayazid, Commissioner

ADMINISTRATIVE STAFF

Town Manager, Robert Garlo

Town Attorney, Kyle B. Teal

Town Clerk, Kimberly Kogos

TOWN VISION

The Town of Jupiter Island is a barrier island community, between the Indian River Lagoon and the Atlantic Ocean, where the beauty of nature will always dominate the presence of man. Our vision for the future is illustrated by the traditions of the past, formed by a community of caring individuals who, with imagination and heart, have combined the island's beautiful gifts of nature with those of tradition and family. Inherent in the character of the Town are tranquility, seclusion and safety. The residents of Jupiter Island will faithfully endeavor to preserve and nurture their unique community for all future generations.

STATE MANDATED STATEMENT

If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Any person requiring a special accommodation at this meeting because of a disability or physical impairment should contact the Town prior to the meeting. Please contact the Town Hall, 2 Bridge Road, Hobe Sound, FL 33455, telephone (772) 545-0103.

PUBLIC NOTICE OF PRIVATE ATTORNEY-CLIENT MEETING

TOWN OF JUPITER ISLAND, FLORIDA

TO THE CITIZENS OF THE TOWN OF JUPITER ISLAND, FLORIDA

Please be advised that the members of the Town of Jupiter Island Town Commission will hold a **private Attorney-Client session on WEDNESDAY, JULY 22, 2026 beginning at 12:00 P.M.** in the Town Manager's Conference Room, located in Town Hall, 2 Bridge Road, Hobe Sound, FL 33455. During the regularly scheduled Town Commission Meeting on this same day, the Commission will recess to a private Attorney-Client session at approximately **12:00 pm** in the Town Manager's Conference Room as authorized by §286.011(8), *Florida Statutes* to discuss pending litigation in the case styled:

(1) *DAVID S. SLAN, JOANNA C SLAN, ARTHUR HANSEN AND ANTHONY HANSEN V. TOWN OF JUPITER ISLAND, 19th Circuit Court Case No.: 23-00-1607-CAAA.*

The members of the Town Commission expected to attend the private Attorney-Client session include: Commissioners Anne Scott, Marshall Field VI, Patricia "Patsy" Warner Joseph "Joe" Taddeo and Maria Bayazid, Town Attorney Kyle B. Teal, Special Counsel, Raquel "Rocky" Rodriguez, and Town Manager Robert Garlo and/or Assistant Town Manager John Duchock.

The Attorney-Client session is expected to begin at approximately 12:00 P.M., and is anticipated to last for approximately 1 hour, however, it may continue so long as the members of the Town Commission determine necessary. At the conclusion of the private Attorney-Client Session, the members of the Town Commission will re-convene their regular meeting in the Town Commission Chambers and take up any other items on the agenda.

For information, please contact Kimberly Kogos, Town Clerk at 772-545-0100.

Posted: 07/09/2026

**MINUTES
TOWN OF JUPITER ISLAND
TOWN COMMISSION MEETING
MONDAY, JUNE 22, 2026**

TIME: Monday, June 22, 2026 – 9:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Acting Mayor/Vice Mayor Anne Scott, and Commissioners Marshall Field VI, Patricia Warner, Joseph Taddeo and Maria Bayazid. Also present were Town Manager Robert Garlo, Town Clerk Kimberly Kogos, Town Attorney Kyle B. Teal and IT Director Bill Sutton.

PLEDGE OF ALLEGIANCE

CALL TO ORDER AND ROLL CALL

Vice Mayor Scott called the meeting to order at 9:00 AM.

AGENDA APPROVAL AND COMMENTS*

A. Vice Mayor/Commissioner Comments*

- a. Commissioner/Town Manager/Town Attorney Comments

Vice Mayor Scott welcomed Commissioner Bayazid to the Town Commission and Town Attorney Teal confirmed she was previously sworn in.

- b. Agenda Approval

MOTION: *Commissioner Field/Commissioner Bayazid moved to approve the agenda.*

ACTION: *Motion Passed 5-0.*

B. Mayor Vacancy*

Acting Mayor Anne Scott announced that the Town Commission will vote on the position of Mayor. She mentioned that a copy of the Charter section defining the role and responsibilities of the Mayor was distributed for Commissioner consideration prior to the vote.

Each Commissioner voted by ballot and Town Attorney Teal collected ballots. The results of the vote were as follows: Vice Mayor Scott received three votes and Commissioner Field received two votes. Vice Mayor Scott was elected Mayor.

Town Manager Garlo announced the need for a vote for Vice Mayor. Commissioner Field withdrew from consideration for Vice Mayor prior to the vote.

Town Attorney Teal collected ballots for the election of Vice Mayor. The results of the first vote were as follows: Commissioner Bayazid received one vote, Commissioner Warner received two votes, and Commissioner Taddeo received two votes. No candidate received a majority. Commissioner Warner and Commissioner Taddeo were shortlisted for the second vote.

Commissioner Warner withdrew from consideration for Vice Mayor prior to the second vote.

Town Attorney Teal collected ballots for the second vote. Commissioner Taddeo received five votes and was elected Vice Mayor.

- a. Commission Vote for Mayor (and Vice Mayor if vacant) - 15 minutes

C. Public Comment* (Non-Agenda Related)

No public comment at this time.

CONSENT ITEMS

1. Consent Agenda

Category A- To be reviewed and approved (as is or as edited) by the Town Commission

- a. Minutes of the May 19, 2026, Town Commission Meeting
- b. Minutes of May 20, 2026, Special Town Commission Meeting
- c. Fixed Asset Disposals

Category B- Other Informational Materials (No Action Required)

- a. Minutes of May 7, 2026, Development Review Board Meeting

MOTION: *Vice Mayor Taddeo/Commissioner Warner moved to approve the consent agenda as presented.*

ACTION: *Motion Passed 5-0.*

PRIORITY MATTERS & PRESENTATIONS

2. Legislative Update* - Ken Pruitt of The P5 Group - Time Certain 9:30 AM

Former Senate President Ken Pruitt, the Town's Legislative Consultant, provided a presentation summarizing the state budget and provided a review of the special session pertaining to property tax reform. He noted that the final budget for FY 2026-27 is \$114.5B, with the prior year budget at \$115.1B. The budget passed during the Special Session after the regular session ended without a final budget deal. He explained that the budget carries a tax relief package of nearly \$300 million and adds \$150 million toward early state debt repayment. The new fiscal year begins July 1, 2026.

Mayor Scott asked about beach renourishment funds. Director Duchock explained the Land Acquisition Trust Fund is the primary state funding source for beach renourishment projects, with a recurring legislative appropriation of approximately \$50 million secured through lobbying efforts over the past five to ten years. Amounts above that figure vary annually, sometimes as individually approved projects. The Town applies for the funding each year based on planned work scope and may receive reimbursement of up to 19% of total costs.

Mr. Pruitt reviewed the "Save Our Homes from Excessive Property Taxes", a proposed constitutional amendment which requires 60% voter approval on the November 3, 2026 ballot, It will take effect January 1, 2027 if passed. In summary it:

- Raises the homestead exemption on all non-school levies to as much as \$250,000, phased in and

indexed to inflation.

- Lowers the cap on annual assessment increases for non-homestead property from 10% to 5%, beginning January 1, 2027.
- Adds a \$50,000 exemption for those establishing Florida residency after January 1, 2027, with the full homestead exemption after five years.
- Allows local governments and special districts expand homestead exemptions by ordinance or voter approval. The exemptions do not apply to school district taxes.
- Restricts counties and municipalities to spending ad valorem revenue only on core services: public safety, education, infrastructure, natural resources, and related operations.

The Town Commission asked what services the Town could fund if the amendment passed. Director Pazanski explained the four permitted categories are public safety, conservation, infrastructure, and education, with the definition of infrastructure still unresolved. He noted planning and zoning would not be covered and estimated roughly three-quarters of the Town's \$12 million budget would remain available for permitted services, with special assessments likely needed for others such as solid waste collection.

Commissioner Field asked whether the Town should retain a tax attorney. Town Attorney Teal agreed it would be beneficial, and Mayor Scott directed Town Manager Garlo to consult with Mr. Pruitt to identify appropriate tax counsel.

Mr. Pruitt reviewed Senate Bill 4F, the Property Tax Administration bill, which would govern implementation if the amendment passed. He explained simple majority adoption would be limited to the rolled-back rate, with a supermajority required above that threshold.

Mr. Pruitt briefly reviewed the legal process, noting citizens have 30 days to contest the joint resolution, with any deficiencies corrected by the Attorney General before a subsequent 10-day contest period. He noted an organization called "Save Our Voters" had filed a challenge and was expected to refile. He said the proposal had not yet generated broad organized support.

3. Martin County Forever Program (1/2 cent sales tax) - John Maehl, Martin County Environmental Resource Administrator - Time Certain 10:00 AM.

This item was heard at 9:30 AM.

Director Duchock introduced Mr. John Maehl, Martin County Environmental Resource Administrator. Mayor Scott also introduced Mr. Jim Snedeker of Martin County Forever, who was in attendance.

Mr. Maehl provided an overview of the Martin County Forever Program. The program is funded by a local half-cent sales tax and is specifically designed to purchase and permanently protect environmentally sensitive lands.

The program permanently protects 46,000 acres of land across four strategic zones. Funds from the program can only be used to acquire land or conservation agreements in these four specific ecological zones: 1) Indian River Lagoon South, 2) Pal-Mar, 3) Loxa-Lucie, and 4) Blueways Program sites (waterways along the St. Lucie River, Indian River Lagoon and oceanfront). Mr. Maehl reviewed the various parcels that have been acquired to date and those currently in process.

Mr. Maehl highlighted completed acquisitions including 1,000 acres in Pal Mar, 1,700 acres at Bar B Ranch through the IRL South program secured with a \$5 million County contribution and \$12 million in state funding, and a 1,500-acre acquisition in Palm Beach Heights totaling approximately \$19 million with County and water management district contributions. He also noted a recent two-million-dollar

acquisition of a one-acre coastal parcel connecting MacArthur Boulevard to the ocean adjacent to existing County-owned property, ongoing acquisitions at Poinciana Gardens, and the recent closing on mangrove islands in the South Fork and Indian River Lagoon.

Mr. Maehl reviewed properties in progress under the Rural and Family Lands program, including the Rogers parcel on Bridge Road, Turnpike Dairy, and SS Farms, all structured as perpetual agricultural easements remaining in private ownership with 50/50 funding partnerships with the Florida Department of Agriculture.

Commissioner Field asked about acreage along the Bridge Road corridor. Mr. Maehl identified the Whitworth Farms property at 2,262 acres and the MacArthur Golf Club property as high priorities, noting the County's goal of closing the gap between existing parks to create a contiguous public preserve. He acknowledged negotiations on the largest parcels remained ongoing and complex.

Mayor Scott asked whether anything was not going well with the program. Mr. Maehl noted the primary challenge is reduced state funding for Florida Forever, which has been a key partner. He stated the County was moving forward on several properties with 100% Martin County Forever funding while maintaining relationships with state leadership to position those properties for future Florida Forever reimbursement.

Mayor Scott commended the program, noting initial skepticism, and acknowledged approval of the progress achieved thus far.

Public Comment:

Mr. Snedeker provided comments in support of the program. He requested the Town direct its proportionate share of sales tax funds received from the County toward environmental purposes which may include land acquisition and septic-to-sewer conversion.

COMMISSION ACTION ITEMS

4. Ordinance No. 421 - Repealing Ordinance No. 403 and Permitting Gas Powered Leaf Blowers - 2 Reading - 5 minutes

Mayor Scott announced Ordinance No. 421 and Town Attorney Teal read the Ordinance by title. This Ordinance will bring the Town into compliance with newly enacted state statute that allows gas-powered leaf blowers and other landscape equipment. However, the equipment continues to be governed by the Town's Noise Ordinance.

Commissioner Taddeo asked about the decibel levels mentioned within the noise ordinance, noting varying levels. Town Attorney Teal explained inconsistencies and policies will be addressed in the future once the Town is in compliance with the State.

MOTION: *Commissioner Taddeo/Commissioner Bayazid moved to approve and adopt Ordinance No. 421 as presented.*

ACTION: *Motion Passed 5-0.*

5. Memorandum of Understanding re. Disaster Debris Management Site - 10 minutes

Director Duchock explained the Memorandum of Understanding (MOU) with Martin County for a pre-authorized disaster debris management site had not yet been received, as the County's legal review remained ongoing. He noted the state has requested local agencies identify such sites for staging and disposal of vegetative debris following a disaster event, consistent with FEMA documentation

requirements.

Director Duchock requested the Town Commission authorize the Town Manager to execute the MOU once received and reviewed by the Town Attorney. The Commission expressed preference of reviewing the MOU before approval and tabled the topic to July.

6. Resolution No. 953 - Amending Building Fee Schedule - 10-15 minutes

Director Harding greeted the Town Commission, provided background information and explained the recalculation of the proposed fee schedule based on the new state requirements.

Mayor Scott asked whether the memo reference to "excessive fees" indicated the Town had been overcharging. Director Harding and Town Attorney Teal clarified that the term was defined by the state, not by the Town, and reflected the legislature's determination that percentage-based fees exceeded actual departmental costs.

Commissioner Field and Mayor Scott expressed concern regarding the word "excessive" as written could be misunderstood and expose the Town to liability. They suggested that the document be amended before filing to clarify that the characterization was the state's, not the Town's.

Town Attorney Teal confirmed the proposed per-square-foot methodology was consistent with, and in full compliance with, HB 803.

MOTION: *Commissioner Taddeo/Commissioner Warner moved to approve and adopt Resolution No. 953 as amended.*

ACTION: *Motion Passed 5-0.*

The Town Commission recessed at 10:15 AM.

The Town Commission reconvened at 10:20 AM.

ADDITIONAL COMMISSION MATTERS

7. Changes to Approved Development Orders - 30 minutes

Town Attorney Teal provided background information regarding the topic of changes to the approved Development Orders.

Mayor Scott stated her position that no ex post facto approvals should be permitted, and work completed contrary to an approved development order should be required to be restored to its approved state.

Commissioner Field agreed in principle but asked Town Attorney Teal to ensure the ordinance would not invite challenges from the state.

Commissioner Bayazid identified two distinct scenarios: 1) Development work completed but not compliant with the permitted scope, and 2) Completed work that is compliant with the Land Development Regulations (LDRs) but where materials or methods were changed without authorization.

Town Attorney Teal confirmed Code Compliance measures would be activated in both cases, with the Building Director having authority to revoke a Certificate of Occupancy and the Special Magistrate or Development Review Board (DRB) serving as the adjudicating body.

Town Manager Garlo clarified the recommended response to an unauthorized deviation is to require the work be restored to its approved state, citing Pinecrest Lakes as controlling Florida precedent. Mayor Scott requested Town Attorney Teal provide a status update on that case at a future meeting.

Discussion ensued regarding the tension between bright-line rules and administrative flexibility for minor field changes such as material substitutions. Mayor Scott cautioned against assumptions of good faith, noting bad faith in prior administrations was what necessitated the current discussion. Commissioner Field agreed the ordinance should be as strict as possible while remaining defensible.

Mayor Scott directed Town Attorney Teal to return with language as tight as possible addressing two distinct situations: 1) requests to amend a development order prior to undertaking the work, and 2) requests for approval after work has already been completed.

8. Basements Policy Discussion - 30 minutes

Town Manager Garlo introduced the topic and outlined three potential options for the Town Commission: 1) Prohibit basements outright, 2) Adopt a compromise approach, or 3) Take no action. He noted that a fourth option that counts all basement space toward floor area regardless of use, had been previously discussed but raised questions regarding SB 180 compliance. He stated large basement applications were being submitted and classified as storage, which does not count toward floor area under the current code, and asked whether the Town Commission wished to address that matter.

Town Manager Garlo explained the Compromise Option would:

- Exclude parking from floor area calculations,
- Allocate 10% of the basement footprint for mechanical equipment,
- Maintain 10% of the basement footprint for other storage, and
- Everything else counts as floor area.

Commissioner Bayazid expressed opposition to permitting basements on a barrier island, citing natural instability, excavation risks to dunes and aquifers, groundwater impacts, and effects on native vegetation and sea turtle nesting. She stated no scientific or geotechnical review had been conducted and the Town should not permit basements until such a review was complete. Mayor Scott noted breakaway walls as an additional consideration warranting study.

Commissioner Taddeo stated the Department of Environmental Protection (DEP) will not approve a basement unless the lowest floor is at least eight feet above sea level, effectively limiting eligibility to a small portion of the island. Town Attorney Teal cautioned that prohibiting basements outright without scientific basis could be difficult to defend and noted SB 180 prohibits more restrictive land use regulations and moratoriums.

Discussion moved to whether a Zoning in Progress should be enacted while the matter was studied. Commissioner Bayazid supported an immediate ZIP. Commissioners Field and Taddeo preferred waiting until July.

Consensus was gained to direct the Town Manager to assemble a group of geotechnical and structural experts to study the matter, including a review of practices on other barrier islands and clarification of state requirements, with the question of a ZIP to be considered in July with that information in hand.

9. Appeal Process Discussion - Town Attorney - 45 minutes

Town Attorney Teal reviewed proposed revisions to the appeal process, including a standardized notice.

of appeal form, a staying mechanism, a 14-day deadline for submission of evidence prior to the commission hearing, and a 7-day deadline for disclosure of witness information.

Mayor Scott asked whether notices of appeal could be filed electronically. Town Attorney Teal agreed the process should be as automated and accessible as possible. He stated that electronic submission was feasible and a filing portal was worth exploring.

Discussion ensued regarding when a Development Order is considered rendered for purposes of triggering the appeal window and the importance of that date being clearly defined and consistently applied.

Mayor Scott raised concern regarding the reference to “the next regularly scheduled Commission meeting” stating the language was ambiguous given the Town does not maintain a fixed meeting schedule. Town Attorney Teal was directed to add language providing for either a regularly scheduled or a specially called meeting.

The Commissioners discussed the initial filing threshold, with consensus that preserving appeal rights should require only the form and payment, with evidentiary materials due on later deadlines.

Discussion turned to substantial compliance. Mayor Scott expressed a preference for a bright-line definition rather than a subjective standard, noting discretion in this area had caused problems in the past. Town Attorney Teal was directed to return with revised language and supporting materials for a first reading at a future meeting

STANDING REPORTS

10. Town Manager’s Report

a. Comprehensive Plan - Staff Status Report - 30 minutes

Town Manager Garlo reported six of ten Comprehensive Plan elements had been reviewed and completed, noting the Town had been granted an extension until February 2027. He provided options regarding completion of the remaining four elements.

Consensus was gained to proceed with staff completing the remaining four elements in July rather than an outside consulting company. After review of the last four elements, all ten elements - including directed changes to the first six - will be reviewed by the Commission, followed by Local Planning Agency (LPA) engagement, with final review by the Town Commission and submission to the state.

Discussion moved to commercial lettering on vehicles within Town limits. Commissioner Warner expressed concern about unmarked vehicles on job sites and suggested drivers display a temporary identifier in their windshield when visiting a job site. Chief Ewing explained that privately-owned pickup trucks driven by subcontractors do not meet the ordinance's definition of a commercial vehicle, and probable cause is required to stop a vehicle which limits enforcement. He noted the most practical approach had been requiring trailers to be marked.

Chief Ewing agreed to work with Town Attorney Teal to identify what could be legally required and to develop a public information approach encouraging voluntary compliance.

11. Town Attorney Report

Town Attorney Teal reported he was reviewing House Bill 803 and House Bill 399 to determine whether

either would require amendments to the Town's LDRs and would report back in July. He agreed to also review the latest Comprehensive Plan draft to ensure all legal edits were incorporated.

Discussion ensued regarding whether the 180-day deadline for action on development applications applied to the Jupiter Island Club's text amendment petition. Town Attorney Teal confirmed it did not, as the statute applies to development permits and orders as defined by state law, and a legislative text amendment does not qualify.

12. Financial Report

a. Monthly Financial Report

Director Pazanski reviewed the monthly budget summary as of May 31, 2026, noting the target was 66% of budget. He reported total revenues and total expenditures of \$8,526,401, with a public safety payroll amendment anticipated at the July meeting to reallocate funds from contingency. Total assets were approximately \$19 million with an unencumbered fund balance of \$11.8 million.

Director Pazanski noted the half-cent conservation sales tax restricted fund held approximately \$130,000 in cumulative collections, estimated at \$90,000 annually over ten years, requiring Town Commission approval prior to expenditure.

b. FY 2027 Draft Budget Presentation

Director Pazanski reviewed the preliminary draft FY 2027 budget, noting estimated taxable value of \$4.4 billion, an 11.55% increase over the prior year, with approximately \$66 million in new construction. The current ad valorem millage rate is 2.8259, generating approximately \$10.8 million in ad valorem revenue, with a rolled-back rate of 2.5725. He noted final taxable value figures from the County would be provided July 1, at which point a proposed budget would be prepared per state statute.

Director Pazanski reviewed the budget calendar and stated September hearing dates must avoid conflicts with the County Commission and School Board. The Town Commission set the following dates: September 14 for the Town Commission meeting at 9:00 AM and the first public budget hearing at 5:01 PM, and September 17 for the Beach Protection District meeting at 4:00 PM and the second and final public budget hearing at 5:01 PM.

The Town Commission recessed at 11:54 AM.

The Town Commission reconvened at 1:04 PM.

Commissioner Field departed the meeting due to schedule conflicts.

Director Pazanski reviewed draft FY 2027 revenues and expenses, noting projected revenues up approximately 11% and expenses up approximately 10% year over year. He noted a 4.2% cost of living adjustment based on the South Florida Metropolitan Statistical Area CPI, an 8% increase in healthcare costs, and increases in attorney fees, technology, and repair and maintenance. A contingency of \$471,000 was included to replenish reserves, which had been drawn down in part by legal costs in recent years. Town Manager Garlo noted Public Safety union negotiations were underway and an executive session with the Commission would be scheduled in July.

Director Pazanski briefly reviewed the electric underground debt service fund, noting the millage rate would decrease from 0.2100 to 0.1880 as the debt approached payoff in 2028. He also reviewed the

beautification fund, conservation fund, and Christmas Donation Fund. He presented the following proposed millage rates: General Fund 2.8259 (rolled-back rate 2.5725); Electric Debt Service Fund 0.2100 (rolled-back rate 0.1880); Beach Protection District 0.9593 (rolled-back rate 0.8730). The total 2026 adopted millage rate was 3.9920, with the proposed 2027 rate at 3.9732.

13. Building Department Report

Town Manager Garlo provided a brief summary of the Building Department report and asked for any questions. Mayor Scott will provide suggestions in a meeting with the Town Manager.

14. Public Works Report

Director Duchock briefly reviewed the department report. He discussed the individual tree removal and replacement on Bridge Road that will occur this week. He mentioned public works hurricane season preparations. He briefly discussed flooding on River Road and a study by Isemenger and Stubbs, explaining that the road repairs are eligible for grant funding.

15. Public Safety

a. Emergency Management / Hurricane Season Preparation*

Chief Ewing introduced the topic of hurricane preparation and provided brief background information. Sgt. Frank Lasaga provided a briefing of the county EOC meeting, noting that the forecast is lower than normal this year, that it only takes one storm and that staff is always prepared.

b. Revising Ordinance No. 297 regarding Solicitors*

Chief Ewing reported that the Town's first solicitation permit application drew attention to a deficiency in Ordinance No. 297. State statute requires solicitors to obtain a county permit through the Clerk of the Circuit Court, which includes a fingerprint, background check, and photo ID. The Town's ordinance did not require this as a prerequisite, and Chief Ewing requested direction to work with Town Attorney Teal to amend it accordingly.

Chief Ewing noted residents may register to be exempt from solicitors and stated a link would be added to the Town's website for that purpose, with opted-out addresses provided to permit applicants. The opt-out option would also be incorporated into the new resident registration process.

Mayor Scott directed Chief Ewing to work with Attorney Teal to bring back an amendment.

c. Public Safety Activity Report

Chief Ewing asked if there were any questions and noted there was no major activity in the last 30 days. He also noted the batteries on the drone died over the intracoastal and the drone will be replaced via warranty.

OTHER ITEMS

16. Meeting Dates

Town Attorney Teal requested a Shade meeting in July.

17. Other Items*

Mayor Scott noted a vacancy on the Development Review Board and stated the matter would be brought forward in July.

Mayor Scott adjourned the meeting at 1:48 PM.

Respectfully submitted,

Kimberly Kogos, Town Clerk

TOWN OF JUPITER ISLAND

TO : Mayor and Commissioners
FROM : Danielle Losquadro, Senior Accountant 
RE : Disposal of Property
DATE : 7/10/26

In accordance with the Town of Jupiter Island's Accounting Policy and Procedure Manual and Florida Statute 274.07, authority for the disposal of property shall be recorded in the minutes of the governmental unit. Property is defined as fixtures and other tangible personal property of a non-consumable nature.

Attached is a listing of items that have been identified as obsolete or the continued use of which is uneconomical or inefficient, or which serves no useful function or lost/stolen or unidentifiable. Upon receiving authority for disposal, these assets will be disposed of in accordance with established Town policies and procedures. Disposals will be recorded as required for auditing purposes.

Approved methods of disposal include public auction, donation, or scrapping, as appropriate.

ASSET INFORMATION

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**MINUTES
TOWN OF JUPITER ISLAND
DEVELOPMENT REVIEW BOARD MEETING
THURSDAY, JUNE 4, 2026**

TIME: Thursday, June 4, 2026 – 9:00 AM
PLACE: Town Hall Island Room – 2 Bridge Rd., Hobe Sound, FL
PRESENT: Present were Chair Judy Holden, Members Nancy Auth, Jennifer Madden, and Alternate Members Eleanor Seaman and Christina Gidwitz. Also present were Building Director Catherine Harding, Town Attorney Kyle B. Teal, Town Clerk Kimberly Kogos, and IT Director Bill Sutton.

CALL TO ORDER AND COMMENTS*

Chair Holden called the meeting to order at 9:00 AM. She read the purpose of the Development Review Board, introduced the attending Board members, and announced a quorum had been met. Chair Holden also introduced the Town Staff.

1. Approval of Minutes of May 7, 2026, Development Review Board Meeting

MOTION: *Alternate Member Seaman/Member Auth moved to approve the minutes of the May 7, 2026 meeting as presented.*
ACTION: *Motion Passed 5-0.*

Town Clerk Kimberly Kogos swore in Attorney Jared Gaylord of Marc R. Gaylord P.A.; Richard Rutledge of Innocenti and Webel, Christian Brewer of Innocenti and Webel; Jeremy Bowerman of Jeck Harris; Mitch Miller of Village Architects; Paul Cantania of Parker-Yanette Design Group; Evan Pignato; James Michael of Merrill, Pastor, and Michael Architects; George Pastor of Merrill, Pastor, and Michael Architects; Chad Gruber of Gruber Consulting Engineers; and Building Director Catherine Harding.

2. 433 South Beach Road - B-40 1-Acre Estate Residential District

This is the application of John C. Malone, TTEE of the John C. Malone 1995 Revocable Trust and Leslie A. Malone, TTEE of the Leslie A. Malone 1995 Revocable Trust, represented by Jared Gaylord, Esq., of Marc R. Gaylord, P.A., requesting the following:

A site plan approval to: *Demolition and replacement of an existing non-conforming house constructed in 1935 with a new, modern home. The existing structure is 4,617 square feet. The new home will be of a similar location and size, but smaller and more conforming at 1,956.5 square feet.*

A variance approval for the Oceanfront Setback line.

Ex-Parte Communication:

- *Alternate Member Seaman stated that she visited the property, spoke with Director Harding, read the materials, and had no ex-parte communication.*

- *Member Auth stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Chair Holden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Member Madden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Alternate Member Gidwitz stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*

Director Harding introduced the application and provided background information regarding the project. She provided the staff report along with recommendations of potential conditions of approval.

Attorney Jared Gaylord, representing the Malone family, provided information regarding the application along with aerial photographs and survey of the property. The project is east of the Coastal Construction Control Line (CCCL) that will require a permit from the Florida Department of Environmental Protection (FDEP). He reviewed elevation maps discussing grade of the terrain and drainage at lower points within the property. He provided site plans and explained setbacks. He also explained that the main structure is east of the waterfront setback line (WFSBL), and the basement area intended primarily for storage space. He provided architectural plans and reviewed the site data analysis.

Richard Rutledge, landscape architect, reviewed the landscape plans including the existing and proposed landscape, the demolition and perimeter buffers, and construction staging, adding timelines for each.

Chair Holden asked about the construction entrance which is a temporary entry. Mr. Rutledge suggested adding a temporary buffer in this location during times of non-construction.

Member Auth asked whether the beach access to the north was deeded or unofficial. Attorney Gaylord confirmed a pedestrian access exists for the neighboring family along the driveway.

Member Madden asked whether a seawall existed and whether construction would affect it. Attorney Gaylord said he was not aware of one and would check the survey, noting a 1965 aerial showed no indication, though its quality was poor.

Chair Holden explained the procedure for each motion. She reviewed the standards for approval and following conditions:

- Temporary buffer at construction entrance
- Staff conditions as presented

MOTION: *Member Madden/Member Auth moved to approve the request for non-conformity with conditions as presented and discussed.*

ACTION: *Motion Passed 5-0.*

Chair Holden read the standards for demolition. She reviewed the conditions including:

- Existing tennis court and pool will remain and be maintained

MOTION: *Member Madden/Member Auth moved to approve the request for demolition with conditions as presented and discussed.*

ACTION: *Motion Passed 5-0.*

Chair Holden read the standards for impact review. She reviewed the conditions including:

- Staff conditions as presented

MOTION: *Member Madden/Member Auth moved to approve the application with conditions as presented and discussed.*

ACTION: *Motion Passed 5-0.*

3. 467 South Beach Road - B-40 1-Acre Estate Residential District

This is the application of Sand Turtle, LLC, represented by Jeremy Bowerman, Esq. of Jeck Harris, Counselors at Law, requesting the following:

A site plan approval for: *Demolition and replacement of a non-conforming 1,679 square feet, 1-story, structurally compromised residence. The new home will be 1,670 square feet 1-story residence in the location of the existing residence.*

Ex-Parte Communication:

- *Alternate Member Seaman stated that she visited the property, spoke with Director Harding, read the materials, and had no ex-parte communication.*
- *Member Auth stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Chair Holden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Member Madden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Alternate Member Gidwitz stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*

Director Harding introduced the application and provided background information regarding the project. She provided the staff report along with recommendations and noted potential conditions of approval.

Attorney Jeremy Bowerman, representing the owner, Sand Turtle LLC, introduced the project team, and presented background information regarding the property. He displayed aerial views and the survey of the property, noting the nonconformity including being located eastward of the WFSBL. He further described the structural damage and age of the existing structure. He explained in detail the request including rebuilding on concrete piling foundation, replacing wood frame with masonry construction, maintaining same location, increasing energy efficiency, and including a non-habitable basement for mechanical equipment and similar. He compared the proposed structure with the neighboring structures, explaining that the proposed structure will better meet neighborhood character and highlighted the benefits of the improved building. Attorney Bowerman briefly reviewed the architectural plans.

Mr. Cantania reviewed the landscape plans including the perimeter buffering, proposed hardscape areas, and construction staging. Member Auth requested better buffering around the construction staging area and long-term entry of 469 South Beach Road.

Chair Holden referred to a wood fence along the north side of the property and confirmed it will be removed.

Member Madden referred to the site triangle of the entrance and noted poor visibility, requesting improvements.

Chair Holden and Town Attorney Teal discussed the process of the motion and request for variance.

Chair Holden read the standards for non-conforming buildings.

MOTION: *Member Madden/Member Auth moved to approve the request for replacement of non-conforming building as presented.*

ACTION: *Motion Passed 5-0.*

Chair Holden reviewed the standards for demolition and conditions of approval including:

- Improved construction site screening (469 South Beach Road)
- Removal of north side wood fence (467 South Beach Road)

MOTION: *Member Madden/Member Auth moved to approve the request for demolition with conditions as presented and discussed.*

ACTION: *Motion Passed 5-0.*

Chair Holden reviewed the standards of impact review and conditions of approval.

MOTION: *Member Madden/Member Auth moved to approve the application with conditions as presented and discussed.*

ACTION: *Motion Passed 5-0.*

The Board recessed at 10:29 AM.

The Board reconvened at 10:36 AM.

4. 101 Osceola Way - E-12 - Island Core Residential District

This is the application of Lara Killgore, represented by Jared Gaylord, Esq., of Marc

R. Gaylord, P.A., requesting the following:

A site plan approval for: *Demolition of the existing two-story main residence and removal of the existing pool, pool patio, and other associated hardscape.*

Ex-Parte Communication:

- *Alternate Member Seaman stated that she visited the property, spoke with the owner and owner's son, spoke with Director Harding, read the materials, and had no additional ex-parte communication.*
- *Member Auth stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Chair Holden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Member Madden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Alternate Member Gidwitz stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*

Director Harding introduced the application and provided background information regarding the project. She provided the staff report along with recommendations with potential conditions of approval.

Attorney Jared Gaylord, representing property owner Ms. Killgore, introduced the project team. He reviewed the property by displaying aerial photographs and survey of the property. He explained the request to demolish the existing structure, although there are no plans at the present time for reconstruction. He reviewed the landscape and demolition plan along with the post demolition plan.

Chair Holden questioned the existing buffer along the south-east corner and the middle tier vegetation along the south and east buffer. Mr. Rutledge confirmed demolition screening as well.

Town Clerk Kogos swore in neighbor Lisa Johnson.

Mrs. Johnson expressed concern regarding the buffering between her home and the applicant property. She noted her home is approximately 20-25 feet from the home in question, asking about the mold issue and if it creates a problem for her residence. Discussion ensued regarding the setback requirements between the two properties.

Director Harding noted that the property could be wet down during demolition to contain any airborne particles. Chair Holden confirmed supplementation of the south and east buffer. Director Harding confirmed the building department inspects and confirms the restoration of the lot after demolition.

Resident Drew Ciraldo remotely asked about the restoration of any damaged roads, rights of way, sidewalks, and easements. Director Harding confirmed final inspection includes these areas and restorations of any damaged areas is required.

Town Attorney Teal reviewed the conditions including:

- Buffers on east and south-east corner areas mid-tier landscaping
- Buffering while vacant
- 8' construction fence during demolition
- Construction dust and debris mitigated to lessen airborne particles

Chair Holden read the standards for demolition.

MOTION: *Member Madden/Member Auth moved to approve the request for demolition with conditions as presented and discussed.*

ACTION: *Motion Passed 5-0.*

5. 429 South Beach Road - B-40 1-Acre Estate Residential District

This is the application of Michael D Golden, represented by Jared Gaylord, Esq., of Marc R. Gaylord, P.A., requesting the following:

A site plan approval for: *Modifications to existing hardscaping and landscaping, including the addition of two driveway gates and columns.*

Ex-Parte Communication:

- *Alternate Member Seaman stated that she visited the property, met with the owner and site manager, with Director Harding, read the materials, and had no additional ex-parte communication.*
- *Member Auth stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Chair Holden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Member Madden stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*
- *Alternate Member Gidwitz stated that she visited the property, read the materials, spoke with Director Harding, and had no ex-parte communication.*

Director Harding introduced the application and provided background information regarding the project. She provided the staff report along with recommendations with potential conditions of approval. She stated that the proposed putting green may require a FDEP (Florida Department of Environmental Protection) permit and requested confirmation of the requirement or not.

Attorney Jarod Gaylord, representing property trustee Mr. Golden, introduced the project team. He displayed aerial photographs and survey of the property. He reviewed the site plans including the hardscape plans.

Discussion ensued regarding the ROW (right-of-way). The Board stated a condition that Martin County must give a ROW use permit for the location of the call box in the southeast corner of the ROW. It was noted that the gates are often left wide open and construction is visible.

Mr. Rutledge continued review of the landscape plans and highlighted the area of the putting green. He displayed the proposed gates with the call box.

Member Seaman requested a condition of no lighting on the putting green. Member Auth questioned the location of the putting green in terms of noise. Mr. Rutledge confirmed that the putting green location complies with setback requirements for recreational areas. He confirmed approval from the neighbors.

Town Attorney Teal confirmed the following conditions:

- Martin County ROW use permit for call box
- Putting green shall have no lighting
- North gate shall be closed after hours
- Construction gates shall be closed after hours

Chair Holden read the standards for impact review.

MOTION: *Member Madden/Alternate Gidwitz moved to approve the application with conditions as presented and discussed.*

ACTION: *Motion Passed 5-0.*

6. Other Items*

Next Meeting – July 2, 2026 – (Regular meetings to be held on the first Thursday of each month)

Chair Holden reviewed upcoming meeting dates: July 9 (no applications at this time), August 6 (may have at least two applications), September 10 (may cancel), and October 8 or 15. Director Harding will survey members' schedules and report back.

7. Adjournment

Chair Holden adjourned the meeting at 12:02 PM.

Respectfully submitted,

Kimberly Kogos, Town Clerk



TOWN OF JUPITER ISLAND

MEMORANDUM

To: Mayor & Town Commission

Through: Robert Garlo, Town Manager *RUG*

CC: Kimberly Kogos, Town Clerk

From: John Duchock, Asst. Town Manager

RE: Agenda Item No. 3 – Memorandum of Understanding (MOU) re: Disaster Debris Management Site (DDMS) Use

Date: 7/13/2026

Background:

Disaster recovery from hurricane events requires a substantial response using Town resources and contractor support. High wind events like these generate a large volume of vegetative debris which is required to be handled and disposed of by the Town. In compliance with Federal (FEMA) and State (FDEM) procedures for debris management, the Town is required to plan for and retain sufficient logistical supports services to safely and effectively collect, manage, and dispose of debris. Debris management and disposal requires identifying and securing a Disaster Debris Management Site (DDMS), including annual pre-authorization of permitted sites by Counties and Municipalities in Florida, per statute.

The Town owns property both on island and off island, which has been historically sufficient for debris management. Town-owned property is not currently approved and registered with the state as a DDMS. In order to secure access to a registered, pre-authorized site for future storms, Town staff has requested permission from Martin County to utilize (if necessary) the County's existing DDMS located at 5400 SE Bridge Road. This site, referred to as "Hobe Sound LF-68798", is authorized by the state for vegetative debris management. Martin County provided a draft Memorandum of Understanding (MOU) to allow for use of the DDMS during disaster recovery. Town Counsel has reviewed the MOU and recommended changes reflected in the attached agreement.

Request:

Pending acceptance by Martin County, Staff is seeking Commission approval and authorization for the Mayor to execute the MOU agreement.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
MARTIN COUNTY
AND
THE TOWN OF JUPITER ISLAND
FOR DISASTER DEBRIS MANAGEMENT SITE**

This **MEMORANDUM OF UNDERSTANDING** ("Agreement"), dated this _____ day of _____, 2026, is made by and between the Town of Jupiter Island, a municipal corporation of the State of Florida, having an address of 2 Bridge Road, Hobe Sound, Florida 33455 (the "Town") and Martin County, a political subdivision of the State of Florida, having an address of 2401 SE Monterey Road, Stuart, Florida 34996 (the "County"). The Town and the County are sometimes referred to herein individually as a "Party" and collectively as the "Parties."

WHEREAS, Section 403.7071, Florida Statutes, requires local governments to apply to the Florida Department of Environmental Protection ("DEP") for authorization of at least one disaster debris management site ("DDMS") and to annually seek preauthorization for any previously approved DDMS, and authorizes a municipality to jointly apply for authorization of a DDMS with a county if the parties develop and approve a memorandum of understanding;

WHEREAS, the Town does not currently have a DDMS;

WHEREAS, the County has a DDMS in Hobe Sound;

WHEREAS, the Town has requested use of the County's DDMS following disasters, and the County has agreed to such use in accordance with Section 403.7071, Florida Statutes, and upon the terms and conditions of this Agreement; and

WHEREAS, the Parties intend that this Agreement satisfy the requirements of Section 403.7071(8)(b), Florida Statutes, including the requirements that the memorandum of understanding clearly outline the capacity of the DDMS and the location of the site relative to each Party and that it be approved annually as part of the DDMS preauthorization process.

NOW, THEREFORE, in consideration of the mutual benefits flowing from each to the other, the Parties do hereby agree as follows:

I. SITE DESCRIPTION

The County hereby grants the Town a limited, non-exclusive license to use a portion of the following described property as a vegetative DDMS:

- Hobe Sound LF- WACS ID 68798
- 5400 SE Bridge Road, Hobe Sound, FL 33455; Parcel ID: 31-39-42-000-001-00060-0
- Usable area (capacity): approximately nine (9) acres

- Location relative to each Party: within unincorporated Martin County, approximately 6 road miles west of the Town's corporate limits via SE Bridge Road (CR 708)

The County will also utilize this site following a disaster and reserves the right to designate an alternate authorized site for the Town to use or, if no such alternate site is reasonably available, terminate this Agreement, if the identified site is unavailable, does not have sufficient capacity, or is unsuitable following a disaster event.

II. ACTIVATION

1. The DDMS may be activated following:
 - A local, state, or federal declaration of emergency;
 - A significant weather event, natural disaster, or other incident generating disaster-related debris; or
 - Mutual agreement of the Parties.
2. The Town shall notify the County's Emergency Management Director, or designee, in writing of its intent to utilize the DDMS.
3. Final event-specific authorization for use shall be provided by the County or its designated representative, subject to any emergency order or field authorization issued by DEP.

III. RESPONSIBILITIES OF THE COUNTY

The County agrees to:

1. Maintain ownership and control of the DDMS property;
2. Annually apply, jointly with the Town, to DEP for preauthorization of the site in advance of hurricane season, and include this Agreement with such application as required by Section 403.7071(8), Florida Statutes;
3. Provide reasonable access to the site during activation periods;
4. Coordinate site operations with the Town and its contractors;
5. Ensure compliance with applicable environmental permits and regulatory requirements applicable to the site; and
6. Designate a site manager or representative responsible for overall site oversight.

IV. RESPONSIBILITIES OF THE TOWN

The Town agrees to:

1. Use the DDMS solely for disaster-generated vegetative debris resulting from events affecting the Town;

2. Ensure all debris delivered to the site is properly segregated, documented, and managed in accordance with applicable federal, state, and local regulations;
3. Provide or reimburse costs associated with debris monitoring, hauling, reduction, processing, and final disposal attributable to Town-generated debris;
4. Maintain records necessary for reimbursement from the Federal Emergency Management Agency ("FEMA"), the State of Florida, or other funding sources;
5. Cooperate with the County in the annual application and preauthorization process for the site, including the Town's annual approval of this Agreement as required by Section 403.7071(8)(b), Florida Statutes; and
6. Comply with all site operating procedures established by the County.

V. RECORDKEEPING AND FEMA COMPLIANCE

The Parties acknowledge that disaster debris management activities may be eligible for reimbursement through FEMA or other disaster assistance programs.

In connection therewith, the Parties agree to:

1. Maintain complete and accurate records of all debris management activities;
2. Cooperate in providing documentation required for reimbursement; and
3. Follow all applicable FEMA debris management guidance and state requirements.

VI. ENVIRONMENTAL COMPLIANCE

All activities conducted under this Agreement shall comply with applicable laws and regulations, including but not limited to requirements of:

- The State of Florida;
- DEP;
- FEMA debris management policies; and
- Any permits applicable to the DDMS.

VII. LIABILITY AND INSURANCE

Each Party shall be responsible for the acts and omissions of its officers, employees, contractors, and agents.

Each Party shall maintain insurance or self-insurance coverage as required by applicable law. Contractors utilized by either Party shall maintain insurance coverage meeting applicable contractual requirements and shall name the other Party as an additional insured.

Nothing herein shall be construed as a waiver of sovereign immunity or limitations of liability provided under Florida law, including Section 768.28, Florida Statutes.

VIII. TERM AND TERMINATION

1. This Agreement shall become effective as provided in the Section of this Agreement entitled "Effective Date."
2. The term of this Agreement shall be two (2) years from the Effective Date and may be renewed by mutual written agreement. The Parties shall approve this Agreement annually as part of the annual DDMS preauthorization process, as required by Section 403.7071(8)(b), Florida Statutes.
3. Either Party may terminate this Agreement upon thirty (30) days' written notice to the other Party.
4. Termination shall not affect obligations incurred during an active disaster response or recovery operation. If this Agreement expires or is terminated during an activation, the Town shall be afforded a reasonable period to complete the processing, removal, and lawful disposal of Town-generated debris then located at the site.

IX. DISPUTE RESOLUTION

1. Disputes under this Agreement may be resolved by the County's authorized representative and the Town's authorized representative. If such authorized representatives are unable to reach a resolution and the Parties agree that the issue has sufficient merit, the Parties may select a mediator mutually acceptable to both Parties to conduct a mediation of the issues involved and make a recommendation to both Parties. The Parties agree to be responsible for their respective costs and fees incurred during the mediation and that the mediator's fees and costs shall be paid in equal amounts by each Party.
2. In the event it is necessary for either Party to initiate legal action regarding this Agreement, venue shall be in the Circuit Court of the Nineteenth Judicial Circuit in and for Martin County, Florida, for claims under state law and in the United States District Court for the Southern District of Florida for any claims that are justiciable in federal court.

X. NOTICES

All notices, certificates or other communications hereunder shall be sufficiently given and shall be deemed given on the date such notice is delivered by courier, transmitted by electronic mail with confirmation of receipt, or three (3) days after the date mailed by registered or certified mail, postage prepaid, to the Parties at the following addresses, or to such other address or email address as either Party may designate by written notice to the other Party:

The County: The County Administrator

Martin County Board of County Commissioners
2401 SE Monterey Road
Stuart, FL 34996

Required Copy to: The County Attorney
Martin County Board of County Commissioners
2401 SE Monterey Road
Stuart, FL 34996

The Town: The Town of Jupiter Island
2 Bridge Road
Hobe Sound, Florida 33455
Attention: The Town Manager

XI. SEVERABILITY

In the event that any provision of this Agreement shall, for any reason, be determined invalid, illegal or unenforceable in any respect by a court of competent jurisdiction, the other provisions of this Agreement shall remain in full force and effect.

XII. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties pertaining to the subject matter hereof and may not be modified orally or otherwise except by written amendments executed by each Party hereto.

XIII. BINDING EFFECT

The obligations and covenants of this Agreement shall bind and benefit the successors and permitted assigns of the Parties hereto. Neither Party may assign this Agreement, in whole or in part, without the prior written consent of the other Party.

XIV. APPLICABLE LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida.

XV. EFFECTIVE DATE.

This Agreement shall become effective on the date the last Party hereto executes this Agreement.

XVI. PUBLIC RECORDS

The County and the Town shall comply with Florida's public records laws, and specifically agree to: a) keep and maintain public records that ordinarily and necessarily would be required in accordance with the applicable records retention schedule, b) provide the public with access to public records at a cost that does not exceed the cost provided in Chapter 119, Fla. Stat., and c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.

[Signature page follows]

IN WITNESS WHEREOF, this Agreement has been executed by the Parties on the date set forth above.

**BOARD OF COUNTY COMMISSIONERS
OF MARTIN COUNTY, FLORIDA**

By: _____

Name: _____

Title: _____

THE TOWN OF JUPITER ISLAND, FLORIDA

By: _____

Name: _____

Title: _____

ATTEST:

Town Clerk



MEMORANDUM

TO: Town of Jupiter Island, Commission
THRU: Robert Garlo, Town Manager
FROM: Matthew Pazanski, Finance/HR Director 
DATE: July 9, 2026
SUBJECT: General Fund Interim Monthly Financial Report - June 30, 2026

Discussion

Attached are the month ending June 30, 2026, interim financial reports including the year-to-date revenue and expense reports, balance sheet and general fund reserves.

Overall, the year-to-date revenues are as expected at 99%, as noted in the attached reports. The revenue reports provide the following details:

- Ad Valorem revenues at 99%, which is in line with collection expectations;
- Other taxes and fees and intergovernmental revenue at 71% and 83% respectively, these revenues lag a month or two and are received from the state of Florida;
- Licenses and permits at 131%, a majority is typically collected in May and June each year coinciding with summer building construction;
- Charges for services 53%, a good portion of this revenue is collected during the summer; and,
- Miscellaneous revenue 170%, mainly consists of investment income that is above expectations as the interest rate environment has continued to be favorable.

Overall, the year-to-date expenses are as projected and running at 70% with a target near 75%, as noted on the Expenses by Department page. At the individual department level, we anticipate the following amendments by year end to ensure budget compliance:

- Administration - Legal and Lawsuit expenses will need to be increased to cover additional costs; as well as Information Technology, Building maintenance and Lobbyist expenses to cover costs incurred during the year.
- Public Safety – Payroll and Benefits expenses will need to be amended to include the collective bargaining agreement (CBA) changes that were approved just after the current year's budget was approved in September 2025. These funds were placed in the Administration department's Contingency line prior to CBA approval.
- Building - Legal expenses will need to be increased to cover additional costs.

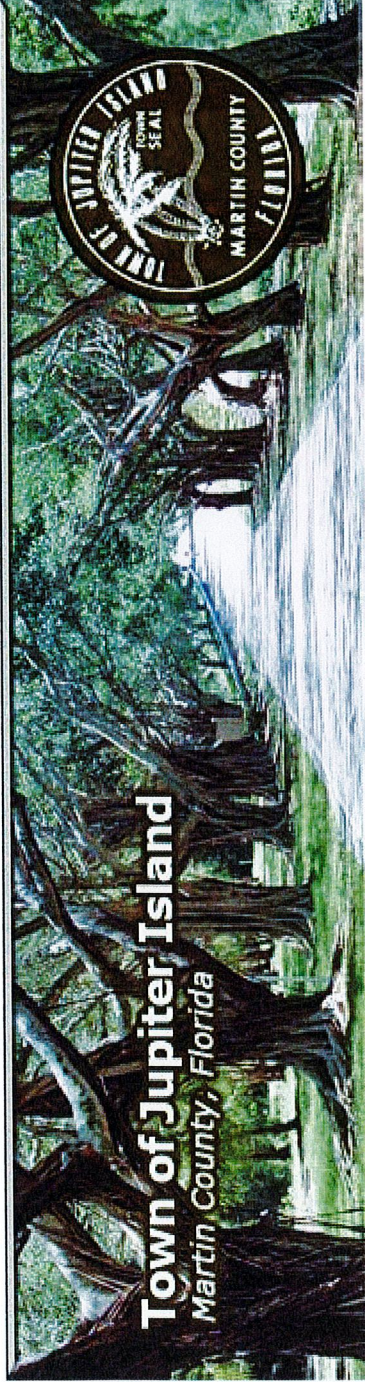
The balance sheet identifies cash and investments of approximately \$20 million, which is further detailed in the liability and reserves sections as follows:

Liabilities

- \$1,992,303-Due to Beach-Includes the final reimbursement from FEMA for the 2025 beach nourishment project, these funds were transferred and settled in July.
- \$2,323,000-Unearned revenue is a County donation for Resiliency/Utility projects

Reserves

- \$3,732,426-Enforcement of the Florida building code
- \$11,073,373-Unrestricted Fund balance and Current year change in Fund balance
- Remaining funds are otherwise restricted or assigned as outlined in the report



June 2026 General Fund FY 2025-2026 Interim Financial Report

**Town Commission Meeting
July 22, 2026**

Town of Jupiter Island FY 2025/2026 Budget Summary			
Account Description	Adopted Budget 2025-2026	YTD Actual 6/30/2026	Target 75%
Total General Fund Revenues	\$13,487,227	\$13,413,351	99%
Transfers from Reserves	\$100,000	\$0	0%
Total Revenues	\$13,587,227	\$13,413,351	99%
Total Administration	\$3,827,878	\$2,769,516	72%
Total Public Safety	\$6,319,911	\$4,696,336	74%
Total Building Department	\$950,057	\$620,287	65%
Total Public Works	\$2,489,381	\$1,458,634	59%
Total General Fund Expenditures	\$13,587,227	\$9,544,772	70%
Year to Date Net Income		\$3,868,579	

FY 2025-2026 Revenues

Account Description	Adopted Budget 2025-2026	PYTD Actual 6/30/2025 2024-2025	YTD Actual 6/30/2026 2025-2026	Actual % of Budget (Target 75%) 2025-2026
Ad Valorem	\$10,800,744	\$9,921,902	\$10,740,746	99%
Total Other Taxes and Fees	\$333,000	\$238,367	\$236,495	71%
Total Licenses and Permits	\$850,500	\$908,248	\$1,115,012	131%
Total Intergovernmental Revenue	\$330,700	\$183,814	\$274,375	83%
Total Charges for Services	\$131,000	\$89,447	\$69,040	53%
Total Fines and Forfeits	\$2,500	\$2,996	\$1,410	56%
Total Miscellaneous Revenues	\$289,500	\$577,407	\$493,418	170%
Transfers from Interfunds	\$749,283	\$511,909	\$482,855	64%
Subtotal Revenues	\$13,487,227	\$12,434,090	\$13,413,351	99%
Transfer from Reserves	\$100,000	\$0	\$0	
Total General Fund Revenues	\$13,587,227	\$12,434,090	\$13,413,351	99%

FY 2025-2026 Expenses by Department

Account Description	Adopted Budget 2025-2026	PYTD Actual 6/30/2025	YTD Actual 6/30/2026	Actual % of Budget (Target 75%)
Total Administration - Payroll	\$1,468,382	\$991,522	\$1,010,900	69%
Total Administration - Benefits	\$937,556	\$556,818	\$689,262	74%
Total Administration - Operating	\$1,411,940	\$904,847	\$1,051,665	74%
Subtotal	\$3,817,878	\$2,453,187	\$2,751,826	72%
Total Administration - Capital	\$10,000	\$25,137	\$17,690	177%
Total Administration	\$3,827,878	\$2,478,324	\$2,769,516	72%
Total Public Safety - Payroll	\$3,234,696	\$2,287,406	\$2,363,145	73%
Total Public Safety - Benefits	\$1,109,035	\$590,985	\$872,705	79%
Total Public Safety - Operating	\$1,511,380	\$1,116,777	\$1,135,698	75%
Subtotal	\$5,855,111	\$3,995,168	\$4,371,547	75%
Total Public Safety - Capital	\$464,800	\$440,648	\$324,789	70%
Total Public Safety	\$6,319,911	\$4,435,816	\$4,696,336	74%
Total Building - Payroll	\$408,640	\$370,786	\$287,716	70%
Total Building - Benefits	\$150,540	\$88,885	\$67,765	45%
Total Building - Operating	\$380,877	\$1,181,536	\$264,806	70%
Subtotal	\$940,057	\$1,641,207	\$620,287	66%
Total Building - Capital	\$10,000	\$0	\$0	0%
Total Building Department	\$950,057	\$1,641,207	\$620,287	65%
Total Public Works - Payroll	\$771,251	\$466,597	\$518,620	67%
Total Public Works - Benefits	\$427,080	\$230,574	\$230,716	54%
Total Public Works - Operating	\$770,050	\$559,243	\$362,590	47%
Subtotal	\$1,968,381	\$1,256,414	\$1,111,926	56%
Total Public Works - Capital	\$521,000	\$85,452	\$346,708	67%
Total Public Works	\$2,489,381	\$1,341,866	\$1,458,634	59%
Total General Fund Expenditures	\$13,587,227	\$9,897,212	\$9,544,772	70%

Balance Sheet as of 6/30/2026

Assets

CASH GENERAL ACCOUNT - SEACOAST	\$	2,505,077
MONEY MARKET-SEACOAST	\$	798,307
CASH PAYROLL - SEACOAST	\$	50,000
CASH FLEX SPENDING - SEACOAST	\$	31,296
INVESTMENT POOL	\$	2,404,597
INVESTMENT- FL PALM	\$	11,298,680
INVESTMENT - SBA	\$	3,738,520
PETTY CASH	\$	550
ACCOUNTS RECEIVABLE	\$	5,340
ACCOUNTS REC. - RETIREE BENEFITS	\$	(160)
PREPAID ITEMS	\$	11,606
Total Assets	\$	20,843,813

Liabilities

ACCOUNTS PAYABLE	\$	315,401
DUE TO BEACH PROTECTION	\$	1,992,304
DUE TO OTHER GOV. UNITS	\$	39,190
UNEARNED REVENUE	\$	2,323,000
ACCRUED PAYROLL/BENEFITS	\$	(13,157)
OVERPAYMENTS-RETIREES	\$	433
Total Liabilities	\$	4,657,171

Reserves/Fund Balances

NONSPENDABLE PREPAID	\$	107,213
RESTRICT- ENFORCE FL BLDG CODE	\$	3,732,426
RESTRICTED- LGIS CONSERVATION SURTAX	\$	78,137
ASSIGNED FOR EMERGENCIES	\$	1,000,000
ASSIGNED FOR COMPENSATED AB	\$	115,000
ASSIGNED FOR UNINSURED LOSS	\$	80,000
DESIGNATED FOR PUBLIC SAFETY DEPARTMENT	\$	494
FUND BALANCE	\$	7,204,794
CHANGE IN FUND BALANCE - Current	\$	3,868,579
Total Reserves/Fund Balances	\$	16,186,642

Total Liabilities and Fund Balance

\$ 20,843,813

General Fund Reserves

Account Description	Audited YE 2022	Audited YE 2023	Audited YE 2024	Audited YE 2025	Adopted Budget FY 2026*
Beginning Fund Balance (Reserves)	9,033,098	6,237,564	9,585,872	9,247,173	9,090,281
Transfer from / to General Fund Reserves	2,247,916	3,060,930	-	-	-
Amount Budgeted/From Reserves GF, ConF, Beaf	(793,404)	-	(126,424)	(264,105)	(250,000)
Budget Amendment From Reserves	(385,000)	-	-	-	-
Total Available Fund Balance	10,102,610	9,298,494	9,459,448	8,983,068	8,840,281
Non Spendable-Pre Paid Expenses	71,269	127,833	32,933	107,213	107,213
Assigned to Uninsured Losses	80,000	80,000	80,000	80,000	80,000
Assigned to Compensated Absences	115,000	115,000	115,000	115,000	115,000
Assigned to Beautification, Scholarship, Public Safety	163,791	176,170	171,145	235,413	235,413
Assigned to Conservation Projects	431,990	431,989	431,981	364,587	364,587
Assigned to Emergencies	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Assigned to ARPA-2022, Restr. LGIS Surtax-2025	312,393			78,137	78,137
Restricted-Enforcement of FL Building Code		3,865,046	3,672,568	3,732,426	3,732,426
Unassigned Fund Balance (Reserves)	8,836,382	7,495,335	7,661,322	7,188,068	6,967,144
Total Fund Balance (Reserves)	\$ 11,010,825	\$ 13,291,373	\$ 13,164,949	\$ 12,900,844	\$ 12,679,920

*Estimated/Unaudited at time of this Report



MEMORANDUM

TO: Town of Jupiter Island, Commission
THRU: Robert Garlo, Town Manager
FROM: Matthew Pazanski, Finance/HR Director
DATE: July 10, 2026
SUBJECT: FY 2026 - 2027 Proposed General and Non-Major Fund Budgets Review and Setting the Proposed Ad Valorem Millage Tax Rate and First Budget Public Hearing Date

Background

The main purpose of Wednesday, July 22, 2026, Town Commission meeting budget agenda item is to set the proposed ad valorem millage tax rates and establish the date for the first public hearing for the FY 2026-2027 Annual Budgets. The proposed millage rates must reflect the maximum rates that can be levied during the next fiscal year. The proposed millage rates and public hearing date will be advertised on the Preliminary Tax Notice that is mailed to all Jupiter Island property owners.

Discussion

Attached are the FY 2026-2027 Proposed Budgets for the General Fund, Electric Underground Debt Service Fund, Conservation Fund, Beautification Fund, and Christmas Fund. The budget document also includes a budget calendar to highlight upcoming budget milestones, meetings and requirements. During the discussion of the budget staff will review the preliminary taxable values and new construction figures obtained from the Martin County Property Appraiser.

- \$4,449,188,088 – Preliminary taxable value
- 11.59% – Increase in overall taxable value
- \$67,840,115 – Preliminary new construction

Based on the current information, staff is recommending a proposed (maximum) ad valorem millage tax rate for the General Fund to be set at 2.8259 mills. This millage rate represents a 9.89% revenue increase over the rolled-back rate of 2.5716 and is the same millage rate as the current year's rate.

General Fund Budget

Staff is proposing the FY 2026-2027 General Fund Budget at \$14,837,548, representing a 9.2% increase over the current year. Revenue increases are mainly driven by ad valorem taxes. Proposed expense adjustments include:

- Payroll (+5.5%): Projected with Cost-of-Living Adjustment (COLA) and department-approved merit increases.
- Benefits (+9.32%): Driven primarily by the Public Safety Department's approved collective bargaining agreement (increased pension contributions) and cross-department benefit changes.
- Operating Expenses (+3.91%): Includes increases for attorney fees, IT, building/vehicle maintenance, consulting engineers-roads, and the ALS contract; offset by reductions in comprehensive plan and resiliency consulting.

- Capital Expenses (+47.32%): Proposed major projects including the Ficus Allée, road improvements, new vehicles, and department-wide equipment.

Electric Underground Debt Service Budget

Based on the current information, staff is recommending a proposed (maximum) ad valorem millage tax rate for the Electric Underground Debt Service to be set at 0.1880 mills. This rate is 10.47% less than the current year's rate of 0.2100. Of particular note, the 2007 and 2008 Notes Payable are scheduled to be paid off 12/1/2027 and 12/1/2028, respectively.

Conservation Fund, Beautification Fund, and Christmas Fund

These fund accounts track related funding, projects, and expenditures.

- The Conservation Fund was established in accordance with a Florida Communities Trust grant awarded to the Town for the acquisition and improvement of 45-acres of land for conservation purposes beginning in 2002. The budget is being proposed at \$50,000 for continued maintenance.
- The Beautification Fund was established in 1986 through Town Resolution No. 233 in response to damage to the Bridge Road ficus allée following an extreme winter freeze. The budget is proposed at \$100,000, primarily related to planned tree replacement. The Beautification Committee considers matters regarding the aesthetic environment of Jupiter Island, including recommendations of expenditures from the Beautification Fund.
- Since the incorporation of the Town, the Town Employees Christmas Fund has been a long-standing community tradition. The budget is proposed at \$212,000, consistent with previous years.

Budget Meeting Calendar:

1. On Monday, September 14, 2026, at 9:00am, the Town Commission and staff will have the opportunity to review the budget during the Town's regular monthly meeting.
2. Based on direction from the Town Commission, staff is scheduling the first budget public hearing for Monday, September 14, 2026, at 5:01pm. At this meeting staff will present the FY 2026-2027 Tentative Ad Valorem Millage Tax Rates and Annual Budget.
3. The final public hearing is scheduled for Thursday, September 17, 2026, at 5:01pm, (Town Commission directed). Staff will be prepared to review and discuss the Final Millage Rates and Annual Budgets at that meeting.

Staff will continue to work through outstanding revenue and expenditure items and provide updates to the Town Commission at future meetings. Staff will anticipate obtaining consensus from the Town Commission concerning all outstanding items to assist with the preparation of the Tentative and Final Millage Rates and Budgets.

Recommendation

Staff recommends the Town Commission consider a motion to set the General Fund Budget proposed ad valorem millage tax rate for Fiscal Year 2026-2027 at 2.8259 mills, and the Electric Underground Debt Service proposed ad valorem millage tax rate for Fiscal Year 2026-2027 at 0.1880 mills and to set the date for the first budget public hearing for Monday, September 14, 2026, at 5:01pm.



Fiscal Year 2027 Proposed Annual Budget

Town Commission Meeting

July 22, 2026

GENERAL FUND

FY 2026-2027 Budget Calendar							
Description	April	May	June	July	August	September	October
Kick off departmental budget meetings are scheduled and conducted.	5/1/2026						
Estimated Preliminary Taxable Values received from Property Appraiser's Office		5/29/2026					
Budget review meeting with departments		5/29/2026					
Draft departmental budget submitted to Town Manager			6/9/2026				
Preliminary Taxable Values due from Property Appraiser's Office				7/1/2026			
Budget review based upon taxable values received from Property Appraiser's Office				7/1/2026			
Proposed budget presentation to Town Commission (Revenues, Expenses, and Capital).							
<u>Propose millage rate & 1st public hearing date MUST be approved.</u>				7/22/2026			
Budget review meeting with departments based upon Commission comments				7/24/2026			
Town Commission Meeting in August, if necessary*					n/a		
Town Commission Meeting tentative budget review						9/14/2026 (9:00am)	
1st Public hearing for the tentative millage rates and budget (Must be between September 3-18.)						9/14/2026 (5:01pm)	
Beach Protection District Meeting budget review						9/17/2026 (4:00pm)	
2nd Public hearing for the final millage rates and adopted budget (Must be within 15 days of the 1st public hearing; can be as soon as 3 days, must be held 2-5 days after advertising.)							
Adopted budget scheduled to begin						9/17/2026 (5:01pm)	
Indicates Completed							10/1/2026

FY 2027 Ad Valorem Revenue

- FY 2026 Final Taxable Value \$3.987 Billion
- FY 2027 Preliminary Taxable Value \$4.449 Billion, 11.59% Increase
- Taxable Values – Increased Projection \$462.1 Million
- New Construction – Approximately \$67.8 Million
- Based on this Estimate: Rolled-Back Rate is 2.5716
- With the proposed 2.8259 millage rate, the increase over rollback is 9.89%
- FY 2027 Preliminary Ad Valorem Revenue from New Construction \$184,041
- FY 2027 Preliminary Total Ad Valorem Increase \$1,269,298 – Including New Construction
- FY 2026 – 686 Parcels – 592 Residential, 82 Gov't, 12 Misc/Comm/Church
- 47.1% Homestead; 52.9% Non-Homesteaded/Government, Misc, Comm, Etc.
- 317 Single Family Homes Homesteaded – Taxable Value - \$1.878 Billion
- 275 Non-Homesteaded – 189 Single Family Improved, 86 Vacant Properties
- Save our Homes Increase 3.0% (Approximate Increase \$84 per \$1 Million in Value)

Town of Jupiter Island FY 2026-2027 General Fund Revenue

Account Description	Adopted Budget FY 2025-2026	Budget FY 2026-2027	Difference	% Change
Ad Valorem Taxes	\$ 10,800,744	\$ 12,070,042	\$ 1,269,298	11.75%
Taxes and Fees (Gas Tax, Surtax, CST)	\$ 423,000	\$ 426,000	\$ 3,000	0.71%
Licenses and Permits	\$ 850,500	\$ 850,500	\$ -	0.00%
Intergovernmental (Share, 1/2, Grants)	\$ 240,700	\$ 201,200	\$ (39,500)	-16.41%
Charges for Services (PSD, Brush)	\$ 131,000	\$ 125,000	\$ (6,000)	-4.58%
Fines and Forfeits	\$ 2,500	\$ 2,500	\$ -	0.00%
Miscellaneous Revenues	\$ 289,500	\$ 290,823	\$ 1,323	0.46%
Transfers from Interfunds	\$ 749,283	\$ 771,483	\$ 22,200	2.96%
Total	\$ 13,487,227	\$ 14,737,548	\$ 1,250,321	9.27%
Transfers from Reserves (Donations)	\$ -	\$ -	\$ -	0.00%
Transfers from Prior Year (Rollover)	\$ 100,000	\$ 100,000	\$ -	0.00%
Total General Fund Revenues	\$ 13,587,227	\$ 14,837,548	\$ 1,250,321	9.20%

FY 2027 Projected Expense Changes

- Proposed Payroll Adjustments – 4.2% COLA, w/Discretionary Merit
 - With associated Benefits and Operating Costs
- Pension, Payroll taxes affected by 4.2% COLA, Merit, other proposals
- Health Care Cost/Benefits – Estimated 8% Increase – Overall 5%
- Operating Cost – Estimates are related to the completion of some services with offset increases to others as following:
 - Completion/Reduction of Professional Services (i.e.: Resiliency Study, Comprehensive Plan)
 - Increases in Information Technology and Software costs
 - Increases in Repair and Maintenance costs for buildings and equipment
 - Property, Liability, Auto, Work Comp and Ancillary Insurances – Property coverage looks to be stable this coming year
- Capital Expenditures and Projects

Town of Jupiter Island

Compensation Adjustments due to Market and Economic Conditions

The employee handbook refers to compensation adjustments due largely to performance but also considers economic conditions. Compensation adjustments due to economic conditions commonly referred to as Cost-of-Living Adjustments (COLA) shall be determined by a 12-Month Percent change of the Consumer Price Index-All Urban Consumers for the South Urban Area determined by all items as of July prior to new fiscal year. The table below illustrates the CPI history. If the index falls below 0.00 for the preceding year there shall be no adjustments to compensation until the succeeding indexes surpass the current year deficit. All Cost-of-Living Adjustments (COLA) are subject to Town Commission approval.

Month/Year	CPI 12 Month Percent Change	Budget Year	Cola/Merit Adjustment
July '21	5.80%	2021/2022	5.00%
July '22	9.40%	2022/2023	8.00%
July '23	3.40%	2023/2024	5.00%
June '24	3.50%	2024/2025	5.00%
June '25	3.10%	2025/2026	5.00%
May '26	4.20%	2026/2027	4.20%
	29.40%		32.20%

July 2021-2023 COLA - Southeast US (FL,AL,GA,MS,TN,KY,NC,SC)
June 2024-2026 COLA - South Florida Metropolitan Statistical Area (MSA) (SF-MSA - Miami, Ft. Lauderdale, Palm Beach)

Town of Jupiter Island FY 2026-2027 General Fund Expenditures				
Account Description	Adopted Budget FY 2025-2026	Budget FY 2026-2027	Difference	% Change
Total Administration - Payroll	\$ 1,468,382	\$ 1,441,740	(\$26,643)	-1.81%
Total Administration - Benefits	\$ 937,556	\$ 933,844	(\$3,712)	-0.40%
Total Administration - Operating	\$ 996,060	\$ 1,036,235	\$40,175	4.03%
Total Administration - Contingency	\$ 415,880	\$ 499,773	\$83,893	20.17%
Subtotal	\$ 3,817,878	\$ 3,911,592	\$93,713	2.45%
Total Administration - Capital	\$ 10,000	\$ 10,000	\$0	0.00%
Total Administration	\$ 3,827,878	\$ 3,921,592	\$93,713	2.45%
Total Public Safety - Payroll	\$ 3,234,696	\$ 3,467,507	\$232,811	7.20%
Total Public Safety - Benefits	\$ 1,109,035	\$ 1,382,436	\$273,401	24.65%
Total Public Safety - Operating	\$ 1,511,380	\$ 1,569,109	\$57,729	3.82%
Subtotal	\$ 5,855,111	\$ 6,419,052	\$563,941	9.63%
Total Public Safety - Capital	\$ 464,800	\$ 484,000	\$19,200	4.13%
Total Public Safety	\$ 6,319,911	\$ 6,903,052	\$583,141	9.23%
Total Building, P&Z - Payroll	\$ 408,640	\$ 414,828	\$6,188	1.51%
Total Building, P&Z - Benefits	\$ 150,540	\$ 142,902	(\$7,638)	-5.07%
Total Building, P&Z - Operating	\$ 380,877	\$ 489,327	\$108,450	28.47%
Subtotal	\$ 940,057	\$ 1,047,057	\$107,001	11.38%
Total Building, P&Z - Capital	\$ 10,000	\$ 10,000	\$0	0.00%
Total Building, P&Z Department	\$ 950,057	\$ 1,057,057	\$107,001	11.26%
Total Public Works - Payroll	\$ 771,251	\$ 861,819	\$90,568	11.74%
Total Public Works-Benefits	\$ 427,080	\$ 409,700	(\$17,380)	-4.07%
Total Public Works - Operating	\$ 770,050	\$ 706,625	(\$63,425)	-8.24%
Subtotal	\$ 1,968,381	\$ 1,978,144	\$9,763	0.50%
Total Public Works - Capital	\$ 521,000	\$ 977,703	\$456,703	87.66%
Total Public Works	\$ 2,489,381	\$ 2,955,847	\$466,466	18.74%
Total General Fund Expenditures	\$ 13,587,227	\$ 14,837,548	\$1,250,321	9.20%

Town of Jupiter Island

FY 2026-2027 General Fund Expenses Grouped by Type

Account Description	Adopted Budget FY 2025-2026	Budget FY 2026-2027	Difference	% Change
Total Administration - Payroll	\$ 1,468,382	\$ 1,441,740	\$ (26,643)	-1.81%
Total Public Safety - Payroll	\$ 3,234,696	\$ 3,467,507	\$ 232,811	7.20%
Total Building, P&Z - Payroll	\$ 408,640	\$ 414,828	\$ 6,188	1.51%
Total Public Works - Payroll	\$ 771,251	\$ 861,819	\$ 90,568	11.74%
Total	\$ 5,882,969	\$ 6,185,893	\$ 302,924	5.15%
Total Administration - Benefits	\$ 937,556	\$ 933,844	\$ (3,712)	-0.40%
Total Public Safety - Benefits	\$ 1,109,035	\$ 1,382,436	\$ 273,401	24.65%
Total Building, P&Z - Benefits	\$ 150,540	\$ 142,902	\$ (7,638)	-5.07%
Total Public Works - Benefits	\$ 427,080	\$ 409,700	\$ (17,380)	-4.07%
Total	\$ 2,624,211	\$ 2,868,883	\$ 244,671	9.32%
Total Administration - Operating	\$ 996,060	\$ 1,036,235	\$ 40,175	4.03%
Total Public Safety - Operating	\$ 1,511,380	\$ 1,569,109	\$ 57,729	3.82%
Total Building, P&Z - Operating	\$ 380,877	\$ 489,327	\$ 108,450	28.47%
Total Public Works - Operating	\$ 770,050	\$ 706,625	\$ (63,425)	-8.24%
Total	\$ 3,658,367	\$ 3,801,296	\$ 142,929	3.91%
Total Administration - Capital	\$ 10,000	\$ 10,000	\$ -	0.00%
Total Public Safety - Capital	\$ 464,800	\$ 484,000	\$ 19,200	4.13%
Total Building, P&Z - Capital	\$ 10,000	\$ 10,000	\$ -	0.00%
Total Public Works - Capital	\$ 521,000	\$ 977,703	\$ 456,703	87.66%
Total	\$ 1,005,800	\$ 1,481,703	\$ 475,903	47.32%
Total Administration - Contingency	\$ 415,880	\$ 499,773	\$ 83,893	20.17%
Includes \$90,000-Loc Gov Surtax Reserve				
Total General Fund Expenditures	\$ 13,587,227	\$ 14,837,548	\$ 1,250,321	9.20%

FY 2027 Capital by Department

<u>Administration</u>		<u>Amount</u>
Computer Equipment	Various IT Needs	\$ 10,000.00
Department Total		\$ 10,000.00
<u>Building Department</u>		
Computer Equipment	Various IT Needs	\$ 10,000.00
Department Total		\$ 10,000.00
<u>Public Safety</u>		
(3) Vehicles	Patrol + Up-Fit	\$ 195,000.00
Equipment	Replacement Radios	\$ 110,000.00
Building	New Building Needs Assessment	\$ 50,000.00
Equipment	Axon-In-Car Cameras	\$ 42,000.00
Drone Program	New Drone-Grant	\$ 30,000.00
Equipment	Axon-Body Cameras	\$ 22,000.00
Marine Equipment	Whaler Hull Collar	\$ 20,000.00
Equipment	Tasers	\$ 15,000.00
Department Total		\$ 484,000.00
<u>Public Works</u>		
Ficus Allee	Program - Maintenance/Replacement	\$ 345,000.00
Roads	Gomez, North Beach Calming, Street Lights	\$ 240,000.00
Equipment	Generator Replacement	\$ 125,000.00
Heavy Equipment	Tractor	\$ 75,000.00
(1) Vehicles	Sanitation/Dump Bed	\$ 70,000.00
Equipment	Mosquito Fogger	\$ 22,703.00
Roads, Drainage, Sidewalks	Capital Maintenance	\$ 50,000.00
Irrigation	Bridge Road	\$ 50,000.00
Department Total		\$ 977,703.00
Grand Total		\$ 1,481,703.00
Prior Year Rollover		\$ 100,000.00
Current Year CIP		\$ 1,381,703.00

Jupiter Island 5 Year Capital Plan

	2027	2028	2029	2030	2031
Building Maintenance / Capital Repair Initiatives					
Town Hall Building Improvements					
HVAC-Grant Opportunity		\$ 200,000	\$ 15,000	\$ 15,000	\$ 15,000
Roof Replacement-Grant Opportunity			\$ 500,000		
Doors/Windows			\$ 100,000	\$ 25,000	\$ 100,000
General - Renovations/Repairs (Bathrooms, Carpet, Office)		\$ 25,000			
Emergency Generator Replacement-Grant Opportunity	\$ 125,000				
Irrigation/Grounds		\$ 50,000			
Public Safety Department/Bunker Hill					
Security			\$ 25,000		
Emergency Generator Replacement			\$ 125,000		
Building Improvements/Renovation	\$ 50,000			\$ 10,000	\$ 10,000
Public Works/Suzanne Drive					
Butler Building		\$ 500,000			
Pitou Trail Pole Barn				\$ 300,000	
Equipment / Software					
Public Safety Department					
Axon In-Car Cameras	\$ 42,000	\$ 43,550			
Axon Body Cameras	\$ 22,000	\$ 23,100			
Axon Tasers	\$ 15,000		\$ 15,000	\$ 15,000	\$ 15,000
Public Safety Equipment	\$ 30,000				
Public Safety Marine Equipment	\$ 20,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Portable Radio Replacement 3-Year Plan	\$ 110,000	\$ 110,000			
Firearms Weapon/Optics/Holster			\$ 30,000		
CAD/RMS/JMS Replacement 5-Year Cost/Maintenance		\$ 36,456	\$ 36,456	\$ 36,456	\$ 36,456
Town Wide Camera Management			\$ 50,000		
Administration-Software/IT/Equipment	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Public Safety-Software/IT/Equipment		\$ 15,000		\$ 5,000	\$ 5,000
Building, P&Z Department-Software/IT/Equipment	\$ 10,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Public Works-Software/IT/Equipment			\$ 10,000		
Vehicle & Heavy Equipment Replacements					
Public Safety Department					
Marine Unit Boat					\$ 150,000
Patrol Vehicles + Upfit	\$ 195,000	\$ 135,000	\$ 200,000	\$ 140,000	\$ 205,000
ATV			\$ 10,000		
Public Works Department					
Sanitation Truck(s) / Dump Beds	\$ 70,000				\$ 70,000
Brush Truck		\$ 250,000			
Sanitation Compactor Truck				\$ 300,000	
Heavy Equipment/Tractor	\$ 97,703				
I.T. Vehicle				\$ 25,000	\$ 25,000
Public Works Drainage, Roads, Landscape					
Ficus Allee	\$ 345,000				
River Road Phase I/Emergency Access-Grant Opportunity		\$ 350,000	\$ 250,000		
North Beach Road Traffic Calming	\$ 65,000				
Drainage Improvements	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Isle Ridge Reclamation/Resurfacing					
Gomez Road Resurfacing (sinking fund)	\$ 150,000	\$ 150,000	\$ 300,000		
Side Street Resurfacing			\$ 75,000	\$ 100,000	\$ 175,000
Street Light Replacement	\$ 25,000	\$ 25,000			
Irrigation/Grounds	\$ 50,000				
Ramble/Sidewalk Repair & Replacement	\$ 25,000	\$ 25,000	\$ 25,000		
Road Paving and Drainage North Beach					\$ 75,000
Total	\$ 1,481,703	\$ 1,978,106	\$ 1,806,456	\$ 1,011,456	\$ 921,456

Town of Jupiter Island FY 2026-2027 General Fund Budget

Description	Adopted Budget 2025-2026	Proposed Budget 2026-2027	Difference	% Change
General Fund Revenues	\$ 13,487,227	\$ 14,737,548	\$1,250,321	9.27%
Transfers from Reserves	\$ 100,000	\$ 100,000	\$ -	0.00%
Total Revenues	\$ 13,587,227	\$ 14,837,548	\$1,250,321	9.20%
Department Expenditures				
Administration	\$ 3,827,878	\$ 3,921,592	\$ 93,713	2.45%
Public Safety	\$ 6,319,911	\$ 6,903,052	\$ 583,141	9.23%
Building, Planning and Zoning	\$ 950,057	\$ 1,057,057	\$ 107,001	11.26%
Public Works	\$ 2,489,381	\$ 2,955,847	\$ 466,466	18.74%
Total General Fund Expenditures	\$ 13,587,227	\$ 14,837,548	\$1,250,321	9.20%

Electric Underground Debt Service

FY 2026-2027 Annual Budget

Revenue		
Account Description	Adopted Budget FY 2025-2026	Proposed Budget FY 2026-2027
Ad Valorem Taxes	\$802,512	\$802,511
(Proposed at .1880 Mills)		
Total Revenue	\$802,512	\$802,511

Expenditures		
Debt - Principal	\$700,466	\$727,503
Debt - Interest	\$102,046	\$75,008
Total Debt Expenditures	\$802,512	\$802,511

Electric Underground

Debt Service Payment Schedule

	FY 2026-27	FY 2027-28	FY 2028-29
Note Payable, Series 2007	\$353,450	\$353,608	-
Principal	\$329,575	\$341,466	-
Interest	\$23,875	\$12,142	-

Final payment on this Note is scheduled for December 1, 2027.

Note Payable, Series 2008	\$449,061	\$449,061	\$451,592
Principal	\$397,928	\$414,284	\$433,841
Interest	\$51,133	\$34,777	\$17,751

Final payment on this Note is scheduled for December 1, 2028.

Total	\$802,511	\$802,669	\$451,592
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Conservation Fund

FY 2026-2027 Annual Budget

Revenues	
Account Description	Proposed Budget FY 2026-2027
Donations	\$ -
Transfer from Designation for Conservation	\$ 50,000.00
Total Conservation Reserve Fund Revenues	\$ 50,000.00

Expenditures	
Account Description	
Contracted Svcs-Land Improvements/Maintenance	\$ 50,000.00
Other Misc. Chgs & Obligations	\$ -
Total Expenditures	\$ 50,000.00

Beautification Fund

FY 2026-2027 Annual Budget

Revenues	
Account Description	Proposed Budget FY 2026-2027
Donations	\$ -
Transfer from Designation for Beautification	\$ 100,000.00
Total Beautification Reserve Fund Revenues	\$ 100,000.00

Expenditures	
Account Description	
Grounds Projects	\$ 100,000.00
Other Misc. Chgs & Obligations	\$ -
Total Expenditures	\$ 100,000.00

Christmas Fund

FY 2026-2027 Annual Budget

Revenues	
Account Description	Proposed Budget FY 2026-2027
Donations	\$ 212,000.00
Total Christmas Fund Revenues	\$ 212,000.00

Expenditures	
Account Description	
Administration Payroll	\$ 41,035.00
Fica Taxes	\$ 2,543.64
Medicare Taxes	\$ 595.01
Public Safety Payroll	\$ 104,000.00
Fica Taxes	\$ 6,448.00
Medicare Taxes	\$ 1,508.00
Building, Planning & Zoning Payroll	\$ 14,900.00
Fica Taxes	\$ 923.80
Medicare Taxes	\$ 216.05
Public Works Payroll	\$ 37,000.00
Fica Taxes	\$ 2,294.00
Medicare Taxes	\$ 536.50
Total Expenditures	\$ 212,000.00

Millage Rates

2026 General Fund Millage - 2.8259 mills	
2027 GF Proposed Millage - 2.8259	
<u>2027 GF Estimated Rolled Back Rate - 2.5716</u>	
2026 Electric Debt Service Fund - .2100 mills	
2027 Electric DS Proposed Millage - .1880	
<u>2027 Estimated Rolled Back Rate - .1880</u>	
2026 Beach Erosion District - .9593 mills	
2027 Beach Proposed Millage - .9593	
<u>2027 Beach Estimated Rolled Back Rate - .8728</u>	
Total 2026 Adopted Millage Rate = 3.9952	
Total 2027 Proposed Millage Rate = 3.9732	

Kyle B. Teal
kyle.teal@bipc.com

MEMORANDUM

TO: Honorable Mayor and Members of the Town Commission
Robert Garlo, Town Manager

FROM: Kyle B. Teal, Town Attorney

DATE: July 10, 2026

RE: Proposed Ordinance Amending Chapter 6, Article IV (Solicitors), Code of Ordinances – Incorporation of the State Home Solicitation Sale Permit Requirement (§ 501.022, Fla. Stat.)

CC: Michael Ewing, Police Chief; Kimberly Kogos, Town Clerk

Enclosed please find a proposed ordinance amending Chapter 6, Article IV (Solicitors) of the Town’s Code of Ordinances for your consideration. The draft was developed, and is presented, in collaboration with Police Chief Michael Ewing, whose department is responsible for field enforcement of the Town’s solicitor regulations. Its purpose is straightforward: to integrate into the Town’s existing solicitor permitting process the State’s requirement that persons conducting home solicitation sales hold a permit issued by the Clerk of the Circuit Court for Martin County.

1. Background — the State permit requirement. Section 501.022, Florida Statutes, makes it unlawful to conduct a “home solicitation sale” – generally, the sale, lease, or rental of consumer goods or services for more than \$25, made at the buyer’s home or otherwise away from the seller’s fixed place of business – without first obtaining a home solicitation sale permit from the clerk of the circuit court for the county in which the sales are conducted. Because the Town lies within Martin County, solicitors conducting home solicitation sales here must hold a permit issued by the Clerk of the Circuit Court for Martin County. The county process requires a sworn application, fingerprinting, and criminal background screening through the Sheriff and the Florida Department of Law Enforcement – a level of screening the Town’s own permit process does not replicate. The State requirement applies within the Town of its own force, and violations are criminally punishable under section 501.055, Florida Statutes (a first-degree misdemeanor, rising to a third-degree felony for repeat violations).

2. What the proposed ordinance does. The draft makes four coordinated changes. First, section 6-62 is amended to condition issuance of a Town solicitor permit – for applicants whose proposed activity constitutes a home solicitation sale – on presentation of a valid Martin

County home solicitation sale permit. Second, section 6-63 adds a corresponding documentation requirement: a copy of the county permit or, where the applicant claims that the activity falls outside the statute, a sworn statement identifying the basis. Third, a new section 6-63.1 sets out the operative requirement, the Town's limited role in verifying the county permit's existence and currency, and the effect of the county permit's expiration. Fourth, section 6-67 adds the expiration, suspension, or revocation of the county permit as a ground for revoking the Town permit.

3. What the proposed ordinance does not do. The draft is deliberately scoped to mirror state law. It does not impose the county-permit requirement on activity the statute does not reach, such as purely charitable donation solicitation or the categories excluded by section 501.022(1)(b); it preserves the Town's existing exemptions for noncommercial religious, civic, and political activity; it makes no change to the Town's permit fee; and it does not place the Town in the position of issuing or administering the county permit, which remains the exclusive province of the Clerk of the Circuit Court.

4. Administration and enforcement. Requiring proof of the county permit at the application stage gives the Town a verified record – the county permit number and expiration date – and gives officers in the field a reliable basis for confirming a solicitor's status. The ordinance adds no new enforcement obligations for the Police Department beyond verification at intake and the new revocation ground.

5. Adoption procedure. Because Article IV resides in the Code of Ordinances rather than the Land Development Regulations, the proposal is an ordinary Code amendment adopted by two readings under section 166.041, Florida Statutes; no Local Planning Agency review is required.

6. Recommendation. I recommend that the proposed ordinance be scheduled for first reading at the Commission's July 22nd meeting. Chief Ewing and I will be glad to answer any questions.

TOWN OF JUPITER ISLAND, FLORIDA
ORDINANCE NO. 422

AN ORDINANCE OF THE TOWN OF JUPITER ISLAND, FLORIDA, AMENDING CHAPTER 6, ARTICLE IV (SOLICITORS) OF THE CODE OF ORDINANCES OF THE TOWN OF JUPITER ISLAND TO REQUIRE THAT APPLICANTS FOR A TOWN SOLICITOR PERMIT FIRST OBTAIN A VALID HOME SOLICITATION SALE PERMIT FROM THE CLERK OF THE CIRCUIT COURT FOR MARTIN COUNTY AS REQUIRED BY SECTION 501.022, FLORIDA STATUTES, WHERE APPLICABLE; PROVIDING FOR CONFORMING AMENDMENTS TO SECTIONS 6-62, 6-63, AND 6-67; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town of Jupiter Island (the “Town”) is a duly constituted municipality with the authority to enact ordinances for the protection of the health, safety, and welfare of its residents pursuant to Article VIII, Section 2(b) of the Florida Constitution and Chapter 166 of the Florida Statutes; and

WHEREAS, Section 501.022 of the Florida Statutes, makes it unlawful for any person to conduct a “home solicitation sale,” as defined in Section 501.021 of the Florida Statutes, in this state without first obtaining a valid home solicitation sale permit from the clerk of the circuit court for the county in which the person intends to conduct such sales; and

WHEREAS, the Town is located within Martin County, Florida, such that any home solicitation sale conducted within the corporate limits of the Town requires a valid home solicitation sale permit issued by the Clerk of the Circuit Court for Martin County; and

WHEREAS, Chapter 6, Article IV of the Code of Ordinances of the Town of Jupiter Island already requires that solicitors obtain a Town-issued permit prior to engaging in door-to-door solicitation within the Town; and

WHEREAS, the Town Commission finds that aligning the Town’s local permitting process with the requirements of Section 501.022 of the Florida Statutes – by requiring an applicant whose proposed activity constitutes a home solicitation sale to demonstrate that the applicant holds the required county permit as a condition of the Town permit – will further protect the residents of the Town from fraud and from unqualified or unscreened solicitors; and

WHEREAS, nothing in this Ordinance is intended to waive, diminish, supersede, or duplicate the requirements of Section 501.022 of the Florida Statutes, which applies within the Town of its own force; and

WHEREAS, the Town Commission finds that the adoption of this Ordinance serves a valid municipal purpose and is in the best interests of the public health, safety, and welfare.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. The foregoing “WHEREAS” clauses are hereby ratified and confirmed as being true and correct and are incorporated herein by this reference.

Section 2. Amendment to Section 6-62. Section 6-62 of the Code of Ordinances of the Town of Jupiter Island is hereby amended to read as follows (added text is underlined):

Sec. 6-62. Approved application required.

It shall be unlawful for any person to solicit funds for any cause whatsoever, to take orders for or to sell any item door-to-door within the corporate limits of the town without first submitting an application and receiving a permit from the town as provided herein below. Neither an application nor the receipt of a permit shall be required for the exercise of noncommercial religious, civic or political organizations. No permit shall be issued under this article to any applicant whose proposed activity constitutes a “home solicitation sale” within the meaning of section 501.021 of the Florida Statutes, unless the applicant first demonstrates compliance with section 6-63.1 of these LDRs by presenting a valid home solicitation sale permit issued by the Clerk of the Circuit Court for Martin County pursuant to section 501.022 of the Florida Statutes. Nothing in this article shall be construed to waive, diminish, or supersede the permit requirement imposed by section 501.022 of the Florida Statutes, which applies within the town of its own force.

Section 3. Amendment to Section 6-63. Section 6-63 of the Code of Ordinances is hereby amended by adding a new subsection (8) to read as follows (added text is underlined):

Sec. 6-63. Filing of application.

Applicants must file with the town licensing authority a sworn written application on forms to be furnished by the town which shall give the following information:

- (1) — (7) [Existing subsections (1) through (7) are unchanged and are omitted here for brevity.]
- (8) Where the applicant’s proposed activity constitutes a home solicitation sale subject to section 501.022 of the Florida Statutes, a legible copy of the applicant’s valid, current home solicitation sale permit issued by the Clerk of the Circuit Court for

Martin County; or, where the applicant contends that the proposed activity is excluded under section 501.022(1)(b) of the Florida Statutes, or does not constitute a home solicitation sale as defined in section 501.021 of the Florida Statutes, a sworn statement identifying the specific exclusion or ground relied upon and the factual basis therefor.

Section 4. Creation of Section 6-63.1. Chapter 6, Article IV of the Code of Ordinances is hereby amended by creating a new section 6-63.1 to read as follows (the entire section is new and is shown underlined):

Sec. 6-63.1. State home solicitation sale permit required.

- (a) State requirement. Pursuant to section 501.022 of the Florida Statutes, it is unlawful for any person to conduct a home solicitation sale, as defined in section 501.021 of the Florida Statutes, within the corporate limits of the town without first obtaining a valid home solicitation sale permit issued by the Clerk of the Circuit Court for Martin County. This state requirement applies independently of, and in addition to, the town permit required by this article.
- (b) Condition precedent to town permit. As a condition precedent to the issuance of a town permit under this article, an applicant whose proposed activity constitutes a home solicitation sale subject to section 501.022 of the Florida Statutes, shall present to the town licensing authority a valid, current home solicitation sale permit issued by the Clerk of the Circuit Court for Martin County and an application for town approval, as required by Section 6-63. The town licensing authority shall record the county permit number and expiration date and may retain a copy.
- (c) Excluded activities. An applicant whose proposed activity is excluded from section 501.022 of the Florida Statutes, by operation of section 501.022(1)(b) of the Florida Statutes, or that does not constitute a home solicitation sale as defined in section 501.021 of the Florida Statutes, including, without limitation, the solicitation of charitable donations that does not involve the sale, lease, or rental of consumer goods or services, is not required by this section to obtain the county permit, but remains subject to all other requirements of this article and shall provide the sworn statement described in section 6-63(8).
- (d) Maintenance; effect of expiration. A town permit issued in reliance upon a county home solicitation sale permit is valid only so long as the underlying county permit remains valid and current. The expiration, suspension, or revocation of the county permit shall constitute grounds for revocation of the town permit under section 6-67.
- (e) Limited verification. The town's verification under this section is limited to confirming the existence, currency, and facial validity of the county permit. Nothing in this section authorizes the town to issue, deny, suspend, or revoke a

county home solicitation sale permit, which remains within the exclusive authority of the Clerk of the Circuit Court for Martin County.

Section 5. Amendment to Section 6-67. Section 6-67 of the Code of Ordinances is hereby amended by adding a new subsection (6) to read as follows (added text is underlined):

Sec. 6-67. Revocation.

Approved permits issued under the provisions of this article may be revoked by the town commission for any of the following causes:

- (1) — (5) [Existing subsections (1) through (5) are unchanged and are omitted here for brevity.]
- (6) The expiration, suspension, or revocation of, or the failure to obtain or maintain, a valid home solicitation sale permit issued by the Clerk of the Circuit Court for Martin County, where such permit is required under section 6-63.1.

Section 6. Codification. It is the intention of the Town Commission that the provisions of Sections 2 through 5 of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Jupiter Island, and that the sections of this Ordinance may be renumbered, relettered, and the word “ordinance” may be changed to “section,” “article,” or such other appropriate word or phrase in order to accomplish such intention.

Section 7. Conflicts. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 8. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions of this Ordinance.

Section 9. Effective Date. This Ordinance shall take effect immediately upon its adoption.

(Continued on next page)

ORDINANCE NO. 422 PASSED on first reading this [____] day of July, 2026.

PASSED AND ADOPTED on second reading this [____] day of [____], 2026.

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

TOWN OF JUPITER ISLAND, FLORIDA

Mayor

Town Attorney

Vice Mayor

ATTEST:

Commissioner

Town Clerk

Commissioner

Commissioner



TOWN OF JUPITER ISLAND

MEMORANDUM

To: Mayor & Town Commission
Through: Robert Garlo, Town Manager
CC: Kimberly Kogos, Town Clerk
From: Catherine Harding, Director of Building, Planning, and Zoning
RE: RCD Approvals
Date: 6/24/2026

Background:

Article 1, Section 3.03 Town Commission, describes the powers and duties of the Town Commission, under A. 8, of that section, the Commission has broad powers to review and approve applications for the PLD and the CPD Districts. The RCD District should be included. Currently the RCD District is reviewed by the DRC, using a limited criteria for residential development. The RCD involves the greater community and requires a more comprehensive review. The Commission has the power to additionally review for any goals, objectives, or policies of the Towns Comprehensive Plan that it determines to be appropriate. Additionally, the Commission has the authority to apply conditions to mitigate the impact of any application for development or improvements.

Recommendation

For this reason, I am recommending a revision to our ordinances to include RCD in the powers and duties of the Town Commission.



2 South Biscayne Blvd., Suite 1500
Miami, FL 33131
305 347 4080

Kyle B. Teal
kyle.teal@bipc.com

MEMORANDUM

TO: Mayor and Town Commission

THROUGH: Robert Garlo, Town Manager

FROM: Kyle B. Teal, Town Attorney

DATE: July 10, 2026

RE: Ordinance No. 423 (First Reading) Amending Land Development Regulations, Article I, Division 3, Section 3.03, to Provide for Town Commission Review of Development in the Recreation Club District (RCD)

CC: Catherine Harding, Director of Building, Planning and Zoning; Kimberly Kogos, Town Clerk

1. Action Requested. First reading of Ordinance No. 423 at the Commission’s July 22, 2026, regular meeting. If approved on first reading, the ordinance will return for second reading and adoption following an advertised public hearing, in accordance with Section 166.041(3)(a), Florida Statutes.

2. Background. Under Section 3.03.A.8 of the Land Development Regulations, the Town Commission already reviews applications and proposals for development or improvements in the Public Lands District (PLD) and the Conservation/Preservation District (CPD), applying the impact-review standards and any goals, objectives, or policies of the Comprehensive Plan it determines appropriate, and imposing conditions to mitigate impacts. The Recreation Club District (RCD) is not presently included. The Development Review Board hears applications that are residential in nature; applications for development in the RCD are generally not residential in character and, like those in the PLD and CPD, are best handled by the Commission.

3. What the Ordinance Does. The ordinance adds the RCD to Section 3.03.A.8, placing development applications and proposals in that district under the same Commission review that now applies in the PLD and CPD (shown as underlined text). It also makes technical corrections while the section is open – completing the cross-reference to the impact-review standards (Article X, Division 2, Section 2.02), formally enacting the phrase “mitigate the impact” (bracketed in the

codified text as a codifier's insertion), and correcting scrivener's errors – and recites the Comprehensive Plan consistency finding under Article I, Section 1.03.B.

4. What the Ordinance Does Not Do. It does not change the permitted uses or development standards of the RCD or any other district, does not alter the Development Review Board's jurisdiction over residential applications, and does not affect the Commission's existing authority under Section 3.03.A.9 to review development orders of the Development Review Board.

5. Procedure and Fiscal Impact. Adoption of the ordinance is a legislative text amendment to the Land Development Regulations under Section 166.041, Florida Statutes. Because it changes neither the zoning map nor the list of permitted uses in any district, the standard two-reading procedure with a single advertised public hearing applies. No fiscal impact is anticipated.

6. Recommendation. Approve Ordinance No. 423 on first reading and direct that it be advertised for second reading and public hearing at the Commission's July 22nd meeting. I will be glad to answer any questions.

ORDINANCE NO. 423

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, MARTIN COUNTY, FLORIDA, MODIFYING APPENDIX A OF THE TOWN'S CODE OF ORDINANCES, COMPRISING THE TOWN'S LAND DEVELOPMENT REGULATIONS; PROVIDING FOR THE TEXT AMENDMENT OF ARTICLE I, DIVISION 3, SECTION 3.03 OF THE LAND DEVELOPMENT REGULATIONS REGARDING THE POWERS AND DUTIES OF THE TOWN COMMISSION TO PROVIDE FOR TOWN COMMISSION REVIEW OF DEVELOPMENT IN THE RECREATION CLUB DISTRICT (RCD); PROVIDING FOR THE REPEAL OF ORDINANCES IN CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission of the Town of Jupiter Island, Martin County, Florida ("Town") has such powers and authority as conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

WHEREAS, this Ordinance is necessary and appropriate to modify the Land Development Regulations ("LDR") codified in Appendix A of the Code of Ordinances of the Town of Jupiter Island, Florida ("Code") regarding the authority of the Town Commission in reviewing proposed development; and

WHEREAS, the Town Commission finds that this Ordinance is consistent with and furthers the goals, policies, and objectives of the Town's Comprehensive Plan and the purposes of

the Land Development Regulations and other Town ordinances implementing the Comprehensive Plan, as required by Article I, Section 1.03.B of the Land Development Regulations; and

WHEREAS, the Town Commission has concluded that it is necessary and appropriate to modify these LDRs to provide for Commission oversight of development in the Recreation Club District (“RCD”).

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN OF JUPITER ISLAND, MARTIN COUNTY, FLORIDA, AS FOLLOWS:

Section 1. The “WHEREAS” clauses are incorporated herein as the legislative findings of the Town Commission.

Section 2. Appendix A, Article I, Division 3, Section 3.03 of the Code is hereby amended to read as follows (words underlined are additions to existing text):

Sec. 3.03. Town commission.

The town commission's powers and duties under these land development regulations shall be as follows:

A. Authority. The town commission has the authority to:

1. Review and decide:

- a. Applications for district boundary changes;
- b. Applications for certificates of appropriateness for alterations to historic buildings and landmarks;
- c. Applications for text amendments to these land development regulations;
- d. Applications for comprehensive plan amendments; and

- e. Development orders approved by the development review board in accordance with the procedure established in subsection 9., below.
2. Hear appeals from decisions of the development review board, and administrative official.
3. Amend the comprehensive plan.
4. Amend or repeal any or all of these land development regulations, including the official zoning map.
5. Determine whether a proposed use is of the same general character as a permitted use.
6. Exercise all other powers and carry out all other duties provided by Florida Law and these land development regulations.
7. The mayor, or in his or her absence the vice mayor, may administer oaths and compel the attendance of witnesses.
8. The town commission shall have the authority to review any application or proposal for development or improvements in the RCD, PLD or CPD zoning districts. The town commission may apply standards set forth in article X, division 2, section 2.02 for impact review and any goals, objectives, or policies of the town's comprehensive plan it determines to be appropriate. The town commission shall have the authority to apply conditions to mitigate the impact of any application or proposal for development or improvements within the RCD, PLD or CPD zoning districts.
9. The town commission shall have the authority to review a development order of the development review board upon a request made by a member of the town commission in accordance with the following:
 - a. The member of the town commission requesting review must submit a written request to the town manager within ten days of the date of the development order approved and rendered. Upon the town manager's receipt of the request, the time for the appeal of the development order rendered shall be tolled. The request shall be placed on the agenda of the next commission meeting.

- b. If three members of the town commission vote to consider the request, the town manager shall then schedule the request for consideration by the town commission at its next meeting. The hearing to review the request shall be conducted as a de novo, quasi-judicial public hearing of the town commission.
- c. Following the town commission's hearing, then by a vote of a supermajority of the town commission, the development order rendered by development review board may be denied, or affirmed with amendments to the development order. If the development order rendered by the development review board is denied, or affirmed with amendments, the town attorney shall prepare a final order reflecting the town commission's decision.
- d. The final order of the town commission may be appealed within 30 days of its rendition by a person or entity with standing to the circuit court in and for the 19th Judicial Circuit of Florida.

B. *Vote required.* No member shall abstain from voting unless he has a conflict of interest pursuant to the provisions of F.S. ch. 112.

Section 3. Repeal of ordinances in conflict.

All other ordinances of the Town of Jupiter Island, Florida, or parts thereof in conflict with this Ordinance or any part hereof are hereby repealed to the extent of such conflict.

Section 4. Severability. If any court of competent jurisdiction holds any word, part, section, paragraph or provision hereof to be unlawful or unconstitutional, such ruling or finding shall not affect the remaining portions of this Ordinance, which shall remain in full force and effect.

Section 5. Codification. This Ordinance shall be codified and made a part of the official Code of Ordinances of the Town of Jupiter Island.

Section 6. Effective Date. This Ordinance shall become effective immediately upon adoption.

ORDINANCE NO. 423 PASSED UPON FIRST READING THE ____ DAY OF _____, 2026.

PASSED AND ADOPTED UPON THE SECOND READING FOLLOWING PUBLIC HEARING THE ____ DAY OF _____, 2026.

(SEAL)

TOWN OF JUPITER ISLAND, FLORIDA

Mayor

Vice Mayor

Commissioner

Commissioner

Commissioner

ATTEST:

TOWN CLERK



TOWN OF JUPITER ISLAND

MEMORANDUM

To: Mayor & Town Commission

Through: Robert Garlo, Town Manager *RG*

CC: Kimberly Kogos, Town Clerk

From: John Duchock, Asst. Town Manager

RE: Agenda Item No. 8 – Comprehensive Plan Review (Kimley-Horn)

Date: 7/13/2026

Background:

After already having completed the first six elements of the Comprehensive Plan, Staff will provide a guided review and discussion of the remaining elements (Recreation and Open Space, Intergovernmental Coordination, Capital Improvements, and Property Rights Elements), along with the closing Implementation section of the plan. The purpose is to complete the review process and finalize changes to the Comprehensive Plan prior to the LPA hearing and transmittal to the State.

Following the timeline below, the next step will have staff prepare a final version of the draft plan for review by Town Counsel. Counsel review will focus on non-statutory (i.e., those not required by the State through changes in statute), Town-proposed policy compliance with the 2025 Senate Bill No. 180 (SB180). Currently, SB180 legislates that local governments shall not adopt more burdensome and restrictive land-use regulations, including amendments to Comprehensive Plans and Land Development Regulations.

Comprehensive Plan Timeline

Date	Task	Notes
July 22, 2026	Town Commission update - Present Draft #3	Present last 4 elements (Recreation and Open Space, Intergovernmental Coordination, Capital Improvements, Property Rights)
August 2026	Final Draft and Legislative Compliance Review	Staff to work with Town Counsel to produce final Comprehensive Plan document.
September 14, 2026	Town Commission – Final Draft Plan Presentation	Staff will present the final draft of the Comprehensive Plan prior to LPA Transmittal Hearing
October 2026	LPA - Transmittal Hearing	Recommendation of Transmittal to the State.
November 2026	Town Commission - Transmittal Hearing	Ordinance to Transmit the Comprehensive Plan

Date	Task	Notes
December 2026	30-day state review	Could last for more than 30 days. Staff to coordinate with the State.
January 2027	Revised Final Draft	Staff will prepare a Revised Final Draft to reflect State-required edits (if any).
February 2027	Town Commission – Final Adoption Hearing	Ordinance to Adopt Final Comprehensive Plan

Recommendation:

Staff is seeking Commission discussion and direction on changes to the Recreation and Open Space, Intergovernmental Coordination, Capital Improvements, and Property Rights Elements.

RECREATION AND OPEN SPACE ELEMENT

Purpose

The purpose of the Recreation and Open Space Element is to plan for a comprehensive system of public and private recreation and open space sites which are available to the public. The Recreation and OpenSpace support document presents an inventory and analysis of existing and future recreation and open space resources.

As an element of the Town Comprehensive Plan required by Section 163.3177(6)(e), Florida Statutes, the purpose of the Recreation and Open Space Element is to guide the development and maintenance of a comprehensive system of public and private recreation and open space resources available to the public. This element is supported by an inventory and analysis of existing conditions and future needs.

The recreational resources of the Town include the private recreational facilities of the Jupiter Island Club. The club operates four major facilities for use of members and guests, including the golf course and club house, tennis club and courts, the main club facility, the Inn, Tangerine Theater, and the Beach Club. In addition, many of the large single-family homes in the community have private tennis courts or swimming pools. Public recreational facilities in or near the Town include the Hobe Sound Public Beach, the Hobe Sound National Wildlife Refuge, and Blowing Rocks Preserve. The purpose of the Recreation and Open Space Element is to plan for a comprehensive system of public and private recreation and open space sites which are available to the public.

The Recreation and Open Space support document presents an inventory and analysis of existing and future recreation and open space resources. The recreational resources of the Town include the private recreational facilities of the Jupiter Island Club.

The Town's plan for future recreation and open space is set forth in the goals, objectives, and policies presented below. Maintenance of the Jupiter Island Beach Club and other private recreational opportunities is expected to continue in the future. Public parks and conservation/open space areas are also expected to continue to contribute to the recreational opportunities available both to the Town's residents and to the general public. In accordance with the Coastal Management goals, objectives, and policies, further development of public beach access with parking facilities within the Town is not planned.

Goals, Objectives, and Policies

07.01.00.00 GOAL 7.1: To ensure provision of sufficient parks, high-quality recreational facilities and open space areas to satisfy the health, safety, and welfare needs of Town residents, including special groups such as the elderly and handicapped persons with disabilities.

~~07.01.01.00~~ OBJECTIVE 7.1.1: To protect lands designated for open space from incompatible land uses.

~~07.01.01.02~~ Policy 7.1.1.1: The Town should require the provision of open space within future development sites.

~~07.01.01.03~~ Policy 7.1.1.2: The Town's LDR's ensure that there will not be a reduction in the amount of open space from that which is currently permitted in the codes.

07.01.02.00 OBJECTIVE 7.1.2: To acquire and maintain environmentally sensitive lands that promote greenways and lands suitable for outdoor recreation through the Town's continuing

partnership with The Nature Conservancy, the National Wildlife Refuge, and with other federal, state or local agencies in future acquisitions.

07.01.02.01 Policy 7.1.2.1: The Town shall continue to coordinate with private, state, federal, and county agencies to identify natural area greenways and wildlife corridors which link existing parks, preserves, and similar areas for conservation and habitat purposes.

07.01.03.00 OBJECTIVE 7.1.3: To protect existing public access to the public beaches.

07.01.03.03 Policy 7.1.3.1: The Town Comprehensive Plan should continue to allow existing public town resident beach access points as set forth in the Coastal Zone Goals, Objectives and Policies.

07.01.03.04 Policy 7.1.3.2: No further public beach access points that include public parking areas shall be developed within the Town of Jupiter Island.

07.01.03.06 Policy 7.1.3.3: The Town's LDR's shall acknowledge and protect the public nature of the beach located seaward of the mean high water line.

07.01.03.07 Policy 7.1.3.4: The Town's LDR's shall include an ordinance specifically protecting the points of access: at The Nature Conservancy's Blowing Rocks Preserve, the Hobe Sound Public Beach and the Hobe Sound National Wildlife Refuge.

~~**Policy 7.1.3.5** The Town should explore program development to collect beach access parking fees with Martin County.~~

~~**Policy 7.1.3.6:** The Town should coordinate with Martin County to explore reductions in public beach hours of operation to support public safety, protection of adjacent natural resources, and consistency with the operations of the Blowing Rocks Preserve and the Nathaniel P. Reed Hobe Sound National Wildlife Refuge.~~

INTERGOVERNMENTAL COORDINATION ELEMENT

Purpose

The purpose of the Intergovernmental Coordination Element is to identify and resolve incompatible goals, objectives, and policies and development proposed in local government comprehensive plans and to determine and respond to the need for coordination processes and procedures with adjacent local governments, and regional and state agencies. The purpose of the Intergovernmental Coordination Element is to coordinate relationships and to establish the principles and guidelines to be used for joint planning initiatives and coordination with adjacent local governments and other external governmental and quasi-governmental agencies. As an element of the Town Comprehensive Plan required by Section 163.3177(6)(h), Florida Statutes, the Intergovernmental Coordination Element endeavors to ensure that opportunities for joint planning are identified and coordinated, potential disputes are resolved, and interlocal agreements are implemented into the Town's planning processes.

Further, the Intergovernmental Coordination Element provides the principles and guidelines to be used in accomplishing the coordination of the Town's Comprehensive Plan with the plans of the school board and other units of local government providing services but not having regulatory authority over land use.

The Intergovernmental Coordination Element supporting data and analysis document provides an inventory of existing coordinating mechanisms between the Town and adjacent local governments, including Palm Beach County, the Village of Tequesta, and Martin County, School Boards, local service providers, independent special districts, regional planning agencies, and state agencies. The Town will continue to monitor its interactions with other agencies and make adjustments as needed.

The goals, objectives, and policies that follow embody the Town's plan for meeting the purpose of this element in the future. Reviews of the Comprehensive Plans for the Village of Tequesta and Martin County should be undertaken as they become available in order to determine the need for additional coordination as future development occurs.

Goals, Objectives, and Policies

~~08.01.00.00 GOAL 8.1: To extend the best cooperative efforts of all municipal agencies to the citizenry,~~ Maintain and strengthen coordination with neighboring municipalities, Martin County, regional planning agencies, special districts, Martin County School Board and all State and Federal agencies, toward the general purpose of effective and responsive operation of government in the geographic area of concern to advance the Town's vision.

~~08.01.01.00 OBJECTIVE 8.1.1: To encourage the maximum participation of the Town's residents in the comprehensive planning process.~~

~~08.01.01.01 Policy:~~ The Town ~~shall~~ adopt develop a public participation program that ensures adequate information exchange between the Town government and the citizens and that provides for active involvement by the citizens in the comprehensive planning process.

~~08.01.02.00 OBJECTIVE 8.1.2: To coordinate future land use decisions within the area of concern.~~ Coordinate land use, planning and development decisions with adjacent jurisdictions and relevant agencies.

~~08.01.02.01 Policy 8.1.2.1:~~ The Town does not intend to annex additional lands unless such annexation is determined by special study to have a favorable cost/revenue ratio.

08.01.02.02 Policy 8.1.2.2: ~~The Town shall Continue to cooperate with the SFWMD~~ South Florida Water Management District (SFWMD) toward the implementation of the Upper East Coast Regional Water Supply Plan (RWSP) and the protection of the surficial aquifers from saltwater intrusion.

08.01.02.03 Policy 8.1.2.3: The Town shall continue to work in partnership with Martin County and other municipalities to coordinate and address impacts on adjacent municipalities and to coordinate the establishment of level of service standards.

08.01.03.00 OBJECTIVE 8.1.3: To coordinate coastal resources management within the coastal area of concern.

08.01.03.01 Policy 8.1.3.1: ~~The Town developed a revised~~ shall maintain and update the Emergency Management Plan in coordination with the Martin County Comprehensive Emergency Management Plan, and consistent with state statutes and the policies of the Coastal Management Element.

08.01.03.02 Policy 8.1.3.2: ~~The Town should continue to Coordinate with Martin County, FDEP, Palm Beach County, Florida Inland Navigation District, and Jupiter Inlet Navigational Districts to ensure that the Town is apprised in advance of any proposed inlet improvements, dredging, beach nourishment, sand transfer facilities, and other inlet and shoreline protection structures that have an impact on the Town's beaches~~ may impact the Town's coastal areas.

08.01.03.03 Policy 8.1.3.3: The Town should continue to coordinate its recreation plan with the Florida Department of Environmental Protection (FDEP) Division of Recreation and Parks and Martin County's ~~recreation program~~ Department of Parks and Recreation regarding Town recreational areas and open spaces.

08.01.03.04 Policy 8.1.3.4: ~~The Town should continue to cooperate~~ Revisit and where appropriate, coordinate with the FDEP's Florida Coastal Office in administration of the Indian River Lagoon Aquatic Preserve Management Plan which applies to the estuarine waters adjacent to Jupiter Island. Construction, excavation or other activities waterward of the mean high water line that can impact on estuarine environmental quality should continue to be coordinated with the FDEP.

08.01.03.04 Policy 8.1.3.5: Maintain coordination and cooperative joint planning efforts with the FDEP, US Army Corps of Engineers, Bureau of Ocean Energy Management, and other jurisdictional reviewing and permitting agencies regarding any activities that may impact shoreline, bathymetric, or benthic resources in the Indian River Lagoon and Atlantic Ocean.

08.01.03.05 Policy 8.1.3.6: ~~The Town should Continue to coordinate with the FDEP Office of Resiliency and Coastal Protection, the Army Corps of Engineers (USACE), and Martin County regarding any regional sand supply, submerged lands leases, beach renourishment and dune restoration projects, with the FDEP Division of Beaches and Shores, and the Corps of Engineers through formal review and permitting procedures, as well as with Martin County through the Interlocal Agreement.~~

08.01.03.06 Policy: ~~The Town should continue to locally administer the Coastal Construction Control Line permitting program within its boundaries, in coordination with the FDEP.~~

08.01.03.07 Policy: ~~The Town should continue to update its coastal construction codes in accordance with any revisions made in the Department of Economic Opportunity (DEO) model coastal construction code.~~

08.01.03.08 Policy 8.1.3.7: ~~The Town should continue to cooperate~~ Coordinate with the Department of Environmental Protection FDEP in the administration of the Erosion Control Line Program.

08.01.03.09 Policy 8.1.3.8: The Town should continue to participate in and cooperate with State and local programs which acquire environmentally sensitive lands, and protect the natural environment.

08.01.04.00 Objective 8.1.4: ~~To ensure consistency of~~ Encourage alignment between the Town Comprehensive Plan goals, objectives, and policies within the area of concern with and the Treasure Coast Regional Planning Council's Strategic Regional Policy Plan.

08.01.04.01 Policy 8.1.4.1: ~~The Town should review the comprehensive plan goals, objectives and policies of the Village of Tequesta, Martin County and the Regional Policy Plan in comparison with the Town's plan, in order to~~ Review the comprehensive plans of neighboring jurisdictions, including Martin County, Palm Beach County, and the Village of Tequesta, to identify potential conflicts and any need for further coordination efforts.

08.01.04.03 Policy 8.1.4.2: ~~The Town should utilize the Treasure Coast Regional Planning Council's informal mediation process processes for resolving conflicts with other local governments. Where the Town is unable to resolve intergovernmental conflicts with local jurisdictions, the Town Commission will determine appropriateness for the respective issues to be mediated~~ as outlined in Florida Statutes.

08.01.05.00 Objective 8.1.5: **To ensure consistency of the Town's Comprehensive Plan with the State of Florida Comprehensive Plan.**

08.01.05.01 Policy 8.1.5.1: The Town should continue coordination of the Comprehensive Plan with the DEO Florida Department of Commerce to ensure consistency with the State Comprehensive Plan and compliance with State regulations.

08.01.06.00 Objective 8.1.6: **To ensure the coordination of coastal area population densities with appropriate regional or local evacuation plans.**

08.01.06.01 Policy 8.1.6.1: The Town will provide information regarding regional or local evacuation plans to all residents on a regular basis, using the Town website and newsletters.

08.01.07.00 Objective 8.1.7: **To limit public expenditures that subsidize development in coastal high- hazard areas.**

08.01.07.01 Policy 8.1.7.1: The Town's Land Development Regulations shall require all redevelopment to meet newer, safer construction standards as established in the Florida Building Code.

08.01.08.00 Objective 8.1.8: ~~To communicate with the~~ The Town should maintain active communication with the Martin County School Board to jointly establish cooperation and coordination between the Town and the School Board.

08.01.08.01 Policy 8.1.8.1: The Town shall establish pursuant to Section 163.31777(6)(a)(b), by written confirmation by the Martin County School Board, that the Town has no existing public schools and that the School Board has no short-term or long-term plan to construct a school within the municipal boundaries of the Town.

08.01.09.00 Objective 8.1.9: To communicate with Martin County to jointly establish cooperation and coordination between the Town and Martin County.

08.01.09.01 Policy 8.1.9.1: The Town shall enter into negotiations with Martin County to create Joint Planning Agreement with Martin County which will control any sale of right-of-way, the width of pavement, use of roads for bicycles and golf carts, landscaping within road rights-of-way and any other issues which would change the character and ambiance of the Town.

08.01.10.00 Objective 8.1.10: To ensure a meaningful and on-going process for collaborative planning and intergovernmental coordination service delivery between the Town (SMRU) South Martin Regional Utility (SMRU) and Martin County in regard to for water supply, conservation, and reuse and water supply project issues.

08.01.10.01 Policy 8.1.10.1: ~~The Town (SMRU) shall~~ Promote intergovernmental coordination with Martin County and the Village of Tequesta by sharing information regarding water supply needs, in the implementation of alternative water supply projects, including reuse, conservation, and establishing LOS standards. Share data and planning information with Martin County regarding water supply needs, alternative water supply projects, including reuse, conservation, and establishing LOS standards through the SMRU.

08.01.10.02 Policy 8.1.10.2: Secure the cooperation of neighboring jurisdictions and/or service providers through Interlocal agreements and intergovernmental coordination that address how interconnects, supply costs, and costs for impacts to public facilities and services (particularly water and sewer systems), will be borne and by whom, when the impacts are imposed upon the affected entities, jurisdictions and/or service providers.

8.1.11.1 OBJECTIVE: ~~To promote fair and equitable dispute resolution with other jurisdictions as they may arise in the future.~~

8.1.11.2 Policy: ~~The Town shall utilize the dispute resolutions processes as prescribed in Section 186.509 F.S. if such disputes arise between the Town and other jurisdictions in the Town's geographic sphere.~~

CAPITAL IMPROVEMENTS ELEMENT

Purpose

As required by Section 163.3177(3)(a), Florida Statutes, the Town's Capital Improvements Element endeavors to outline and respond to the demand for public services, establish a 5-year Capital Improvement Program (CIP) consistent with the Town long-range budget projections, and ensure the level of service (LOS) standards established in the Town Comprehensive Plan are consistent and achieved. The purpose of the Capital Improvements Element is to provide for public facilities while ensuring fiscal solvency and equitably meeting the needs of Town residents.

Every year the appendix shall be updated with the most recently adopted version of the CIP and shall include a five-year schedule of capital improvements.

Goals, Objectives, and Policies

09.00.00.00 GOAL 9.1: ~~To Undertake capital improvements necessary to keep the Town's present public facilities in good condition and to accommodate new development, while following sound-fiscal practices and the requirements of current~~ consistent with the requirements of Florida Statutes and the Town administrative code.

09.01.01.00 OBJECTIVE 9.1.1: ~~To Utilize the Capital Improvements Element as a means to assess the Town's as a tool to assess potential public facility deficiencies and to achieve an affordable implementation schedule.~~

09.01.01.02 Policy 9.1.1.1: ~~The Town shall Continue the annual preparation to annually prepare and update of a five-year Capital Improvement Program CIP, including a one-year capital budget, based on decisions and priorities as outlined in the Comprehensive Plan.~~

09.01.01.03 Policy: ~~In setting priorities, the following order should be used:~~

- ~~1. Public safety implications:~~
- ~~2. Level of service or capacity problems: next in priority would be projects needed to maintain the stated level of service.~~
- ~~3. Ability to finance: a third criterion is the budgetary impact; will it exceed budget projections.~~
- ~~4. Quality of life projects: priority should next be given to those projects not in categories 1, 2 or 3 but that would enhance the quality of life.~~

09.01.01.04 Policy: ~~The Comprehensive Plan should guide the decisions to fund Capital Improvements and to guide the priorities among them.~~

09.01.02.00 Objective Policy 9.1.1.2: ~~To use Utilize the Future Land Use Plan and financial analyses of the kind contained Town's Comprehensive Plan and adopted LOS standards established herein as a basis for reviewing development applications in order to maintain adequate levels of service.~~

03.01.02.01 Policy 9.1.1.3: ~~The Town should examine the capacity of existing infrastructure and essential services and plan, through the Capital Improvements Element of the Comprehensive Plan, for needed improvements to serve new housing. Examine the capacity of existing infrastructure and service delivery to plan for necessary improvements to support the Town vision.~~

09.01.06.01 Policy 9.1.1.4: Any capital improvements projects defined in the future shall be evaluated and ranked in order of priority according to the following guidelines, if applicable:

- a. Public Health and Safety: Whether the project is needed to protect public health and safety, to fulfill the Town's legal commitment to provide facilities and services, or to preserve or achieve full use of existing facilities.
- b. Level of Service: Whether the project increases efficiency of use of existing facilities, prevents or reduces future improvement costs, or provides service to developed areas lacking full service, ~~or promotes in-fill development~~. If public facilities are developer-provided, they shall accommodate public facility demands based upon adopted Level of Service standards.
- c. Financial Feasibility: Whether the project is financially feasible based on the established criteria for evaluating capital improvement projects and its budgetary impacts.
- d. Efficiency: Whether the project represents a logical extension of facilities and services and the effects upon appropriate State agency and/or Water Management District facilities plans shall be evaluated.
- e. ~~Updated every year to reflect a 5-year projection of Capital Expenditures.~~
- e. Quality of Life: Priority should also be given to projects that would enhance the quality of life.

09.01.01.01 Policy 9.1.1.5: ~~The operating budget shall continue~~ Continue to accommodate annual replacements such as police cars, major pieces of equipment and street renovations in the operating budget.

OBJECTIVE 9.1.2: Provide adequate public facilities access with supporting services that minimize the adverse effects of development by establishing appropriate level of service (LOS) standards that maintains access for all.

09.01.02.01 Policy 9.1.2.1: ~~The level of service standard for drainage shall~~ Maintain a minimum LOS for stormwater and drainage to be adequately accommodate ~~stormwater~~ runoff from a 24-hour, five-year frequency storm, with a design safety factor of 20% and on-going maintenance of the ~~stormwater drainage~~ systems.

09.01.02.02 Policy 9.1.2.2: ~~The level of service standard for the water system shall be~~ Maintain a potable water LOS of at least 678 gallons per person per day (inclusive of irrigation) at a residual pressure of at least 40 pounds per square inch (psi) and a static pressure of 55 psi ~~psi~~.

09.01.02.03 Policy 9.1.2.3: ~~The level of service standard for~~ Maintain a maximum LOS for solid waste collection and disposal of shall be 9.0 pounds per capita per day.

09.01.02.04 Policy 9.1.2.4: ~~The level of service standards for streets shall be~~ Maintain a minimum LOS of "A" for all public roads ~~Level of Service A at peak hour.~~

09.01.04.01 Policy 9.1.2.5: The LDR's include a Concurrency Management System (CMS) specifying that no development permit shall be issued unless the public facilities necessitated by the project (in order to meet level of service standards) will be in place concurrently with the impacts of the development.

09.01.04.02 Policy 9.1.2.6: The LDR's specify the levels of service standards found in this plan and specify that the concurrency test shall be met at the time a development order is issued for a specific plan for development, including densities and intensities of development.

~~09.01.04.00 Objective: To implement a concurrency management system whereby public facility requirements will be provided for future development and for purposes of issuing development orders and development permits.~~

~~09.01.05.00 Objective: To ensure a meaningful and on-going process for collaborative planning and intergovernmental coordination between the Town (SMRU), and Martin County in regard to future planning of water system capital improvements.~~

~~09.01.05.01 Policy: The Town (SMRU) will promote intergovernmental coordination by sharing information as to water system capital improvements planning and proposed capital projects.~~

~~09.01.06.00 Objective: Capital improvements will be provided to: (1) correct existing deficiencies; (2) accommodate needs generated by future growth activities; and/or (3) replace worn out or obsolete facilities, as determined.~~

~~09.01.06.01 Policy: Any capital improvements projects defined in the future shall be evaluated and ranked in order of priority according to the following guidelines:~~

~~a. Whether the project is needed to protect public health and safety, to fulfill the Town's legal commitment to provide facilities and services, or to preserve or achieve full use of existing facilities.~~

~~b. Whether the project increases efficiency of use of existing facilities, prevents or reduces future improvement costs, provides service to developed areas lacking full service, or promotes in-fill development.~~

~~c. Whether the project represents a logical extension of facilities and services.~~

~~d. Whether the project is financially feasible based on the established criteria for evaluating capital improvement projects.~~

~~e. If public facilities are developer provided, they shall accommodate public facility demands based upon adopted Level of Service standards.~~

~~f. Effects upon appropriate State agency and/or Water Management District facilities plans shall be evaluated.~~

~~g. Updated every year to reflect a 5-year projection of Capital Expenditures.~~

PROPERTY RIGHTS ELEMENT

Purpose

The purpose of the Property Rights Element is to ensure that Town of Jupiter Island respects judicially acknowledged and constitutionally protected property rights. As an element of the Town Comprehensive Plan required by Section 163.3177(6)(i), Florida Statutes, the Property Rights Element endeavors to ensure that the personal and private property of Town residents is respected in Town planning initiatives.

Goals, Objectives, and Policies

GOAL 10.1: The Town of Jupiter Island will make decisions with respect for property rights and with respect for people's rights to participate in decisions that affect their lives and property.

OBJECTIVE 1 10.1.1: The Town of Jupiter Island will respect judicially acknowledged and constitutionally protected private property rights.

Policy 1-1 10.1.1.1: The Town of Jupiter Island will Consider in its decision-making the right of a property owner to physically possess and control his or her interests in the property, including easements, leases, or mineral rights.

Policy 1-2 10.1.1.2: The Town of Jupiter Island will Consider in its decision-making the right of a property owner to use, maintain, develop, and improve his or her property for personal use or for the use of any other person, subject to state law and local ordinances.

Policy 1-3 10.1.1.3: The Town of Jupiter Island will Consider in its decision-making the right of the property owner to privacy and to exclude others from the property to protect the owner's possessions and property.

Policy 1-4 10.1.1.4: The Town of Jupiter Island will Consider in its decision-making the right of a property owner to dispose of his or her property through sale or gift.

OBJECTIVE 2 10.1.2: People have the right to participate in planning and development decisions that affect their lives and property. The Town of Jupiter Island decision-making will be transparent and follow the public hearing requirements of Florida law so that all people may participate in decisions that affect their lives and property. Land development regulations may provide for additional opportunities for people to participate in public hearings regarding planning and development decisions through the processes and standards contained in Chapter 166, Florida Statutes and the Town's Code of Ordinances.

Policy 2-1 10.1.2.1: All land use and development decisions that affect the lives and property of property owners and residents of the Town shall be made in a public hearing that complies with all applicable laws of the state and town.

Policy 2-2 10.1.2.2: The Town of Jupiter Island recognizes that planning and development decisions affect complex systems and have impacts that occur beyond the site of a particular development proposal. Any affected person, as defined in F.S. § 163.3184(1)(a) of the Act may participate in and be a party to a hearing on decisions regarding the site of a development proposal.

Policy 2-3 10.1.2.3: An affected person's right to be heard. The Town of Jupiter Island recognizes that it should make planning and development decisions in response to true and accurate

information. In all decisions this policy governs, the Town of Jupiter Island will Provide every affected person(s) an equal opportunity to be heard and to be informed of all information on which the Town of Jupiter Island bases its decision. The Town of Jupiter Island will endeavor not to provide any affected person any greater opportunity to be heard than another affected person.

Policy 2.4 10.1.2.4: An affected person's right to be heard.

The Town of Jupiter Island recognizes that it should make planning and development decisions in response to true and accurate information. In all decisions this policy governs, the Town of Jupiter Island will provide every affected person an equal opportunity to be heard, and to be informed of all information on which the Town of Jupiter Island bases its decision. The Town of Jupiter Island will endeavor not to provide any affected person any greater opportunity to be heard than another affected person.

Objective 3 10.1.3: People rely on this comprehensive plan and on the zoning designations of properties when deciding how to use property. The Town of Jupiter Island shall strive to make its decision-making reliable and predictable to promote sound, long-term investments in the town.

Policy 3.4 10.1.3.1: Majority-plus-one vote required.

The Town of Jupiter Island may only amend the future land use of real property in the town by the affirmative vote of a majority plus one of the Town Commission.

IMPLEMENTATION

~~There are no required capital improvements planned for areas of sanitary sewer system, solid waste disposal, stormwater drainage, potable water supply, or natural groundwater aquifer recharge.~~

Programs

~~For purposes of implementation, monitoring and evaluation, the principal programs needed to implement this Element are as follows; all are outlined in more detail in the Element:~~ the Town shall utilize the following ongoing programs and activities to carry out the goals, objectives, and policies of this Element consistent with Florida Statute:

~~Begin the annual capital programming and budgeting process including development of project selection criteria.~~

~~Conduct engineering or other studies to pinpoint the cost and timing of the other potential deficiencies.~~

~~Update by appropriate amendments to the development code to ensure conformance to the "concurrency" requirements relative to development orders, levels of service and public facility timing.~~

- Administration of the Town's Capital Improvements Program (CIP) and annual budgeting process, including the periodic review of project needs and prioritization consistent with adopted Levels of Service and fiscal capacity;
- Use of engineering studies, technical analysis, and infrastructure evaluations, as necessary, to identify the timing, cost, and feasibility of public facility improvements required to support adopted land use policies; and
- Periodic review and amendment of the Land Development Regulations and other implementing ordinances to ensure continued consistency with the Comprehensive Plan, including concurrency requirements related to development orders, levels of service, and public facility availability.

PLAN MONITORING

~~It is the intent of this plan to follow the current statutory and rule requirements for plan review and monitoring together with other guidelines that may be determined by the Town Commission from time to time.~~

The Town shall monitor, evaluate, and maintain the Comprehensive Plan in accordance with Chapter 163, Florida Statutes, and the Florida Administrative Code, as amended. Plan monitoring activities shall ensure internal consistency, compliance with state requirements, and alignment with local conditions, community priorities, and adopted Levels of Service.

State Review and Evaluation Process

Pursuant to Section 163.3191, Florida Statutes, the Town shall periodically evaluate the Comprehensive Plan to determine whether amendments are necessary to reflect changes in state law, administrative rules, and local conditions. When updates or amendments are proposed:

- Comprehensive Plan amendments shall be processed in accordance with Section 163.3184, Florida Statutes, including public hearings before the Local Planning Agency and Town Commission.

- Proposed amendments subject to state coordination review shall be transmitted to the State land planning agency, Florida Department of Commerce, and other applicable reviewing agencies for review and comment as required by statute.
- The Town shall consider state and agency comments received during the review period and determine whether revisions are necessary prior to adoption, consistent with statutory timelines.
- Upon receipt of a determination of no objections or upon addressing required changes, the Town Commission may adopt the amendments by ordinance within the timeframes established under Florida law.

Ongoing Monitoring and Amendments

Plan monitoring may include review of:

- Development activity and land use changes;
- Infrastructure capacity, public facility availability, and fiscal impacts;
- Consistency between the Comprehensive Plan, Future Land Use Map, zoning regulations, and development approvals; and
- Legislative or regulatory changes at the state level affecting comprehensive planning requirements.

Amendments to the Comprehensive Plan may be initiated as needed to address identified issues, maintain compliance with state law, or advance the Town's adopted vision, recognizing that the Town is a largely built-out, low-density residential community with limited growth pressure.

The Town Commission may adopt additional monitoring procedures or administrative guidelines, as appropriate, to ensure the Comprehensive Plan remains current, legally defensible, and responsive to community needs.

PUBLIC PARTICIPATION IN THE COMPREHENSIVE PLANNING PROCESS

Comprehensive planning seeks to set forth the community's goals, objectives and policies for the future. These elements constitute the Comprehensive Plan as it is adopted by the ~~elected officials of the community~~ Town Commission. In part these elements are based on an inventory of existing conditions, which is set forth in the supporting documents that accompany the Comprehensive Plan. However, the most important basis for the goals, objectives and policies of the plan are the values of the community.

ROLE OF PUBLIC PARTICIPATION

~~Because the Comprehensive Plan is based on the community's values, the participation of the citizenry is an essential element of the comprehensive planning process. The long-term goals of the community are at the heart of the Comprehensive Plan. The Local Planning Agency is charged with preparing and administering the Comprehensive Plan, but it is the people of the community who must define the values and goals on which the plan is based. Before a Comprehensive Plan is adopted by a community, the citizens must be given an opportunity to participate.~~

Public participation is a central component of the comprehensive planning process. The Local Planning Agency is responsible for preparing and administering the Comprehensive Plan; however, the Town's residents play a critical role in defining the values, goals, and long-term vision reflected in the Plan. Residents shall be provided meaningful opportunities to participate in the development, evaluation, and amendment of the Comprehensive Plan prior to adoption by the Town Commission.

REQUIREMENTS FOR PUBLIC PARTICIPATION PROGRAMS

~~In recognition of the importance of public participation in the comprehensive planning process, the State of Florida has set forth statutory and administrative rule requirements for adoption of public participation programs. At a minimum the Town shall provide for public participation as required by Florida Statutes and the Florida Administrative Code, as amended.~~

The Town shall provide opportunities for public participation in the comprehensive planning process as required by Chapter 163, Florida Statutes, and applicable provisions of the Florida Administrative Code. Public participation procedures shall be designed to be transparent, accessible, and appropriate for the scale and character of the Town.

Optional Procedures

~~In addition to the above mandatory items, the rule also states that local governments "are encouraged" (but not required) to make available to the general public executive summaries of comprehensive plans and during the ongoing planning process to periodically release information to "keep its citizenry apprised of planning activities."~~

Consistent with state guidance and best practices for small municipalities, the Town may, but is not required to:

- ~~Provide executive summaries or copies of the proposed comprehensive plan or plan amendments for public review in plain language.~~
- ~~Provide, while the planning process is ongoing, for regular release of information to keep the citizenry apprised of planning activities by making public access to planning documents, hearing schedules, meeting agendas, and adopted minutes of public hearings through the Town's website or other appropriate means, available to the public throughout the review process. If desired, these items could be made available to the local press.~~
- Periodically release information during major planning efforts to keep residents informed of planning activities, deadlines, and opportunities for participation.

LAND DEVELOPMENT REGULATIONS

The Land Development Regulations (LDRs) are the primary implementation mechanism for the Comprehensive Plan and shall be maintained in continuous conformance with the goals, objectives, and policies of the Plan, including the Future Land Use Map.

The Town shall ensure that the Land Development Regulations:

- Are consistent with and implement the Comprehensive Plan, as required by Chapter 163, Florida Statutes;
- Translate long-range Comprehensive Plan policies into clear, predictable development standards appropriate to the Town's low-density, predominantly residential, barrier island context; and
- Support neighborhood compatibility, environmental protection, infrastructure capacity, and the Town's adopted vision.

The Town shall periodically review and, where necessary, amend the Land Development Regulations to:

- Maintain internal consistency with the Comprehensive Plan and consistency among elements;
- Reflect amendments to the Comprehensive Plan or changes in state law or administrative rules;
- Eliminate obsolete, duplicative, or conflicting provisions; and
- Ensure that zoning standards, development criteria, and administrative procedures remain appropriate for a largely built-out community with limited growth pressure.

Development orders, rezonings, and other land use approvals shall be evaluated for consistency with both the Comprehensive Plan and the Land Development Regulations in effect at the time of application. Where a conflict exists, the Comprehensive Plan shall govern, and the Land Development Regulations shall be amended as necessary to maintain compliance.



TOWN OF JUPITER ISLAND

MEMORANDUM

To: Mayor & Town Commission

Through: Robert Garlo, Town Manager

CC: Kimberly Kogos, Town Clerk

From: John Duchock, Asst. Town Manager

RE: Agenda Item No. 8 – Comprehensive Plan Review (Kimley-Horn)

Date: 7/13/2026

As requested by the Town Commission, attached are updates to the first six elements of the Comprehensive Plan, reflecting Commission-approved changes from the April and May meetings.

TOWN VISION

The Town of Jupiter Island is a barrier island community, between the Indian River Lagoon and the Atlantic Ocean, where the beauty of nature will always dominate the presence of man. Our vision for the future is illustrated by the traditions of the past, formed by a community of caring individuals who, with imagination and heart, have combined the island's beautiful gifts of nature with those of tradition and family. Inherent in the character of the Town are tranquility, seclusion, and safety. The residents of Jupiter Island will faithfully endeavor to preserve and nurture their unique community for all future generations.

PURPOSE OF THIS PLAN

Under Chapter 163, Florida Statutes, a comprehensive plan serves as the foundational policy document guiding decision making in a community. Its purpose is to establish principles, guidelines, standards, and strategies that reflect local commitments and provide a consistent framework for governance. The plan sets meaningful and predictable standards, ensuring that quality of life and natural resources on the island are protected and preserved. It also identifies programs necessary for these protections and includes procedures for monitoring and evaluation.

TOWN PROFILE

The Town of Jupiter Island is situated on a barrier island at the south end of Martin County. The Town consists of approximately 1,643 acres of land bound on the east by nine miles of ocean frontage and on the west by the Intracoastal Waterway - Indian River Lagoon Aquatic Preserve. The Town's permanent population was 804 817 according to the 2020~~10~~-census, and in 2045~~18~~ is estimated to be 826 987 according to the Florida Department of Transportation and the Martin Metropolitan Planning Organization, with a seasonal population of approximately 3,000.

The Town was established by the Florida Legislature in 1953. The climate and environmental resources of Jupiter Island have contributed to the development of a high-quality, low-density residential community that seeks to preserve natural resources to the maximum extent possible. The primary land uses in the Town are single-family residential development in secluded estates and homes and conservation/preservation. The few commercial land uses within the Town exist primarily to serve residents. The remaining vacant land is designated for single-family residential, recreational, and conservation uses.

The Town Charter establishes a Town Commission/Manager form of government. The Town is governed by a five-member Commission elected for four-year overlapping terms. The Commission elects its Mayor and appoints a Town Manager and Town Attorney. The Town Manager is responsible for retaining employees to provide for proper operation of the Town. A total of 90 employees carry out the functions of Public Safety, South Martin Regional Utility (SMRU), Public Works, Building and Zoning, Finance and Administration. The Town residents are very public service oriented. ~~Almost 64~~ More than 50 residents serve on the many boards and committees that make the Town run successfully. Residents are also active outside the Town to help with various programs of community interest.

The Town follows the procedures set forth in Chapters 166 and 200 of the Florida Statutes in establishing the budgetary data budget and millage rate. The ad valorem tax or "property tax" is a major revenue source for the financing of budgets to meet the Town's needs. Each year, the Martin County Property Appraiser determines the total value of each parcel of property based on its fair market value. There are

597 taxable parcels within the Town. The Town's 2017 2025 taxable value established by the Martin County Property Appraiser is ~~\$2,432,462,327~~ \$3,981,306,781.

OBJECTIVES AND POLICIES NOT APPLICABLE

~~No objectives or policies pertaining to the discouragement of the proliferation of urban sprawl are necessary or applicable in the Town because it is virtually developed, and the only areas for potential development are located on "in-fill" parcels.~~

No policies are necessary or applicable to the protection of potable water wellfields since there are now no such facilities within ~~in the~~ Town boundaries, nor are any expected in the future.

FUTURE LAND USE ELEMENT

Purpose

As an element of the Town Comprehensive Plan required by Section 163.3177(6)(a), Florida Statutes, the purpose of the Future Land Use Element is to designate the proposed future general distribution, location, and extent of land uses within the Town of Jupiter Island. Each land use has approximate acreages and permitted uses, as well as standards for controlling population densities and building intensities consistent with the Town's vision.

~~For the most part,~~ The land use categories shown on the Future Land Use Map generally coincide with the existing land use and zoning pattern in the Town. Since its inception, the Town has been a planned residential ~~and resort~~ community. The existing platting arrangement and land use and zoning patterns largely reflect the original intentions of the Town's founders. Land use mapping locations as depicted ~~on~~ in the Future Land Use Map Series, therefore, represent land use locational strategies that have been well thought out over time, with due consideration given to the suitability of each land use module for the category assigned to it. Future land uses shall accommodate at least the minimum amount of land required to accommodate the ~~medium projections of the University of Florida's Bureau of Economic and Business Research for at least a 10-year planning period, unless otherwise limited~~ projected Town population for the 10-year and 25-year planning period.

Goals, Objectives, and Policies

01.01.00.00 GOAL 1.1: To preserve and enhance the Town's community character as a high quality, single-family residential community.

OBJECTIVE 1.1.1: Manage and coordinate land use through the establishment of Future Land Use Designations with regulations that preserve and protect natural resources and the Town's vision.

The Town of Jupiter Island Future Land Use Plan is organized into the four different land use classifications designations listed below. ~~The regulatory significance of each of these land use categories is set forth in Sections 01.02.01.00 through 01.02.05.00:~~

- Residential
- Recreation
- Conservation/Preservation
- Public Facilities

Policy 1.1.1.1: Residential Future Land Use Designation

The Residential land use category is intended primarily to permit development of single-family structures. The Residential district is intended to permit one-family detached dwellings and other customary accessory uses and buildings, provided such uses are incidental to the principal use and do not include any activity commonly conducted as a business. Any accessory building should be located on the same lot with the principal building. Such permitted accessory buildings and uses should include, but not necessarily be limited to, staff quarters, private garages, guest houses, beach houses, tennis courts and swimming pools. No more than two (2) accessory buildings for living quarters shall be permitted as defined in the Town's Zoning Ordinance, ~~should be permitted.~~

Policy 1.1.1.2: Recreation Future Land Use Designation

The Recreation land use category designates locations for publicly and privately owned or controlled recreational lands and other open space areas intended for active or passive use. Designation of an area in this category signifies the expectation that the area will continue to be put to recreation and open space use for the foreseeable future. Sites designated in the Recreation category should not be used for other than the intended purposes without careful consideration of the most appropriate use and a properly enacted amendment to the Future Land Use Plan.

Policy 1.1.1.3: Conservation Future Land Use Designation

The Conservation/Preservation land use category is intended to designate land areas for the purpose of conserving or protecting natural resources or environmental quality and includes areas designated for such purposes as flood control, protection of quality or quantity of groundwater or surface water, floodplain management, fisheries management, or protection of vegetative communities or wildlife habitats.

Policy 1.1.1.4: Public Facilities Future Land Use Designation

The Public Facilities land use category designates locations for publicly-owned infrastructure systems, such as rights-of-way, sewer, solid waste, drainage, potable water, educational, and public health systems, public buildings, grounds and facilities. Designation of an area in the Public category signifies the expectation that the area will continue to be put to public use for at least the next five years. Sites designated in this category should not be used for other than public purposes without careful consideration of the most appropriate non-public use and a properly enacted amendment to the Future Land Use Plan.

OBJECTIVE 1.1.2: Ensure that the Comprehensive Plan and Future Land Use Element are consistently interpreted, administered, and implemented through an established Local Planning Agency and the Town Commission. Land development regulations and zoning map designations shall be maintained in conformance with the Comprehensive Plan and in compliance with state law.

Policy 1.1.2.1: The Town shall establish a Local Planning Agency (LPA) as required by Section 163.3174, Florida Statutes. The LPA shall have the authority and duty to review and recommend comprehensive plans and amendments, rezoning applications, and land development regulation amendments.

01.01.01.01 Policy 1.1.2.2 The Future Land Use Plan should be interpreted as the exact intent of the Town's Local Planning Agency and Town Commission.

01.01.01.03 Policy 1.1.2.3: Zoning map designations and zoning ordinance text shall be consistent with the Comprehensive Plan and this Future Land Use Element Plan. Zoning map or text amendments inconsistent with this Future Land Use Plan should be reviewed as Comprehensive Plan amendments.

01.01.02.00 OBJECTIVE 1.1.3: To achieve simple energy efficient and energy conserving land use pattern with a high degree of use compatibility within each land use category and which are based upon greenhouse gas reduction strategies. Preserve the Town's established low-density, environmentally sensitive development pattern by achieving an orderly land use framework that ensures a high degree of compatibility within and between land use categories, and that

integrates development in a manner consistent with the Town's barrier island context, infrastructure capacity, and adopted vision.

01.01.02.02 Policy The Future Land Use Map Plan will ~~shall~~ be based upon energy-efficient land use patterns that account for existing and future electric power generation and transmission and energy conservation.

Policy 1.1.3.1: Maintain the Town's character as a single-family residential community that prioritizes conservation and preservation, as well as the natural beauty and ecological significance of the barrier island.

Policy 1.1.3.2: Amendments to the future land use map or the zoning map that propose to increase the density of residential lands shall be discouraged unless it can be demonstrated that such amendments are consistent with the existing density of abutting properties and the Town.

Policy 1.1.3.3: The Town should discourage urban sprawl by reinforcing existing land use patterns characterized by low residential density, limited intensification, and strong environmental protection. Although urban sprawl is not a current development concern within the Town, this policy is intended to ensure that future land use decisions do not incrementally introduce fragmented, inefficient, or auto-dependent incompatible development patterns.

This should be accomplished through:

1. Maintaining large-lot, low-density residential land use designations;
2. Limiting land use amendments or development approvals that would increase development intensity beyond levels historically supported by the Town;
3. Ensuring that changes to land use or zoning do not generate expanded demands on public infrastructure or services inconsistent with the barrier island setting; and
4. Coordinating land use decisions with conservation, coastal management, and infrastructure policies to promote predictable, compact, and environmentally responsible development outcomes.

01.01.01.00-OBJECTIVE 1.1.4: **To eliminate or reduce land uses inconsistent with the community character, as set forth in this Future Land Use Plan.**

01.01.01.02-Policy 1.1.4.1 Land use areas as shown on the Future Land Use Map should be delineated along logical demarcation lines.

01.01.01.04-Policy 1.1.4.2: Elimination or reduction of existing non-conforming land uses should be accomplished with proper respect for the vested rights of property owners.

01.01.01.05-Policy 1.1.4.3: Expansion of non-conforming land uses should be prohibited.

01.01.01.06-Policy 1.1.4.4: Additional commercial development should not be permitted except to enhance the quality of services at the Jupiter Island Club and the Hobe Sound Yacht Club.

01.01.03.00 OBJECTIVE 1.1.5: To maintain the ambiance and quality of life in the Town as provided for in this Comprehensive Plan through the implementation of appropriate land development regulations.

Policy 1.1.5.1: The Town shall strive to ensure that the Land Development Regulations are enforced through the permit review process and through the Code Compliance Section of the Building Department.

01.01.02.01 Policy 1.1.5.2: Zoning Land Development Regulations should shall protect single-family residential ~~uses~~ development from the encroachment of incompatible land uses.

01.01.03.01 Policy 1.1.5.3: Consistent land development regulations shall be adopted for the purpose of plan implementation. At a minimum, such land development regulations should regulate the following:

1. Zoning of properties in accordance with the land use designations as delineated on the Future Land Use Map, and zoning text in accordance with the Land Use Plan explanatory text, including establishment of densities and intensities of use for each land use category;
2. The number, size and placement of signs;
3. The development of land within areas subject to seasonal or periodic flooding;
4. Drainage and stormwater management;
5. Maintenance of safe and convenient on-site traffic flow;
6. Provision of adequate parking space on developed properties; and
7. Coastal and wetland management

1.01.03.01.07 Policy 1.1.5.4: Subdivision or replatting of land-Replatting provisions must comply with the land development regulations. and should require that Any building permit for a structure that will use which building relating thereto would utilize more than one lot or portion thereof, must file a replat of all affected lots. In addition, no partition of dividing lots should be allowed to in a way that creates nonconformities as to other- with other land development code regulations provisions is prohibited.

Policy 1.1.5.5: The Land Development Regulations shall include development standards ensuring that the scale, massing, and intensity of development remain proportional to lot size and consistent with surrounding development patterns. Such standards shall prevent buildings from occupying a disproportionate share of individual lots and shall limit proximity of a structure to the property line that is inconsistent with the Town's low-density development pattern. These standards may include, but are not limited to, minimum lot size, maximum lot coverage, maximum floor area ratios or floor area limitations, building height limitations, building setbacks, articulation and massing requirements, and required landscaping and open space.

1.01.03.01.08 Policy 1.1.5.6: The standards in the land development regulations for minimum lot size and width should be strictly enforced if subdivision or replatting is proposed, provided , however, that in certain instances a reduction of the minimum lot width may be permitted as legal non-conformities or through the variance process and approved by the Board of

~~Adjustment Development Review Board~~ (subject to review by the Town Commission) after holding a public hearing and finding that the following standards are met:

- a. That there would be no net loss of light, air and open space as a result of the reduction in standard;
- b. That the lot provides adequate space for driveways and access easements;
- c. That sight-lines to the Ocean or the Indian River from existing or future homes on adjacent lots are not unreasonably compromised;
- d. That the building footprint for the principal residence and all accessory buildings is shown on the plat in a manner to limit any future construction to the area within the footprint so designated;
- e. ~~That the reduction in lot width does not exceed fifteen percent (15%) of the required width~~ The overall size and scale of development on a lot shall not result in increased visibility of structures from adjacent properties or public road rights-of-way, unless located in a district that historically allows visibility, and
- f. All properties shall provide effective screening and buffering to obscure views of all building floors from neighboring properties and public road rights-of-way.
- g. The proposed reduction in the minimum lot width does not circumvent the intent of the land development regulations and the Comprehensive Plan to maintain a compatible land use pattern and to protect the density of surrounding residential development patterns.

~~01.01.04.01 **Policy 1.1.5.7:** The zoning ordinance should be reviewed to assure that its provisions do not preclude the renovations of existing residential structures. The Town shall promote the rehabilitation and restoration of all residential structures by regularly reviewing and, where appropriate, updating the land development regulations to ensure that its provisions do not unnecessarily preclude the renovation or improvement of existing residences.~~

~~01.01.04.00 **OBJECTIVE 1.1.5:** To promote the rehabilitation and restoration of older structures.~~

~~01.01.05.00 **OBJECTIVE 1.1.6:** The Town shall implement and periodically update land development regulations to ensure that adopted level of service standards are achieved and maintained for public facilities and services. To coordinate future land uses with the capacity of facilities and services.~~

~~01.01.05.01 **Policy 1.1.6.1:** A concurrency analysis shall be conducted prior to the approval of any application for development, and no development order shall be issued unless:~~

~~1. Existing facilities and services meet the Town's The level of service standards adopted in Sections 02.01.01.01 and 04.01.01.01 of the Comprehensive Plan for Transportation, Capital Improvement, and Infrastructure Facilities Elements; should be applied to all applications for development approval.~~

~~2. 01.01.05.03 All The final development orders should be is specifically conditioned on the availability of facilities and services necessary to serve the proposed development at the time the~~

impact of development will occur, consistent with the infrastructure at adopted level of service standards; or

3. Proposed development qualifies as redevelopment or replacement of an existing conforming structure or use and the density or intensity of the development is equal to or less than the previous development or structure. Development consistent with these criteria shall be exempt from the concurrency analysis requirement.

01.01.05.02 **Policy 1.1.6.2:** ~~Developments that would impact existing facilities by reducing the level of service below adopted levels and which are to be constructed prior to the availability of scheduled improvements, should~~ will be required to pay for such impacts or provide their own facilities constructed to Town specifications. Payments shall be made, or construction of facilities shall be completed, before a certificate of occupancy is issued by the Town for said development.

01.01.06.1 **Policy 1.1.6.3:** ~~Suitable land should be dedicated or reserved by the Town for utility facilities necessary to support proposed development. The Town shall ensure the availability of suitable land for utility facilities necessary to support proposed development by dedicating or reserving land, as appropriate, to accommodate current and future utility needs.~~

01.01.06.00 **OBJECTIVE:** ~~To ensure the availability of suitable land for utility facilities necessary to support proposed development.~~

01.02.00.00 **GOAL 1.2:** ~~To Plan for, and Where appropriate, Restrict~~ Prevent development that would damage or destroy natural or historic resources.

01.02.01.00 **OBJECTIVE 1.2.1:** To protect, conserve, or enhance wetlands and natural vegetation, environmentally sensitive habitats and conservation designated lands, consistent with the Conservation and Coastal Management Elements.

01.02.01.01 **Policy 1.2.1.1:** Marine and estuarine wetlands shall be protected from dredge and fill activities associated with development through standards that meet or exceed existing Federal, State, County and/or Town regulation of these activities.

01.02.01.02 **Policy 1.2.1.2:** Future disruptions or degradations of wetlands shall be accompanied by mitigation measures to ensure no net loss in wetland acreage.

01.02.01.03 **Policy 1.2.1.3:** The Town should continue to conduct on-site inspection of building sites prior to any clearing in preparation for construction ~~in order to assure that mangrove habitat and or any other upland littoral zone vegetation is protected and accommodated in the site design east of the oceanfront waterfront setback line or west of the riverfront waterfront setback line, consistent with the requirements of Chapter 403, Florida Statutes.~~

01.02.01.04 Policy 1.2.1.4: The Town's clearing and landscaping requirements shall require a permit before any clearing or grubbing may begin on all subdivision lots or development sites prior to the issuance of a building permit.

Policy 1.2.1.5: All existing native vegetation within the dune areas, east of the waterfront setback line, should be preserved on property within all future land use designations to maintain the existing dune crest and mitigate major erosion events.

01.01.01.07 Policy 1.2.1.6: The Town shall change the zoning designation of the residentially zoned properties that have been placed into conservation/preservation to conservation/preservation on the zoning map.

~~01.02.02.00~~ OBJECTIVE 1.2.2: To protect, conserve or enhance living marine resources and wildlife habitats.

~~01.02.02.01~~ Policy 1.2.2.1: New point-sources of pollution discharging directly into the Indian River lagoon, or into drainage structures leading to the lagoon, should be restricted.

~~01.02.02.02~~ Policy 1.2.2.2: Development should be designed to accommodate stormwater on-site in accordance with applicable performance standards and the Infrastructure Element.

~~01.02.03.00~~ OBJECTIVE 1.2.3: To coordinate with any appropriate resource planning and management plan prepared pursuant to Chapter 380, Florida Statutes and approved by the Governor and Cabinet.

~~01.02.03.01~~ Policy 1.2.3.1: The Town should continue to adopt specific policies and land development regulations when necessary in order to coordinate with any approved state, regional and local resource planning and management plan affecting the Town's resources. The Town should keep itself informed about the preparation of such plans.

OBJECTIVE 1.2.4: Recognize the adopted Soil Map of Jupiter Island and ensure that all future land use decisions, including designations on the Future Land Use Map, are coordinated with the identified soil and topographic characteristics of the area.

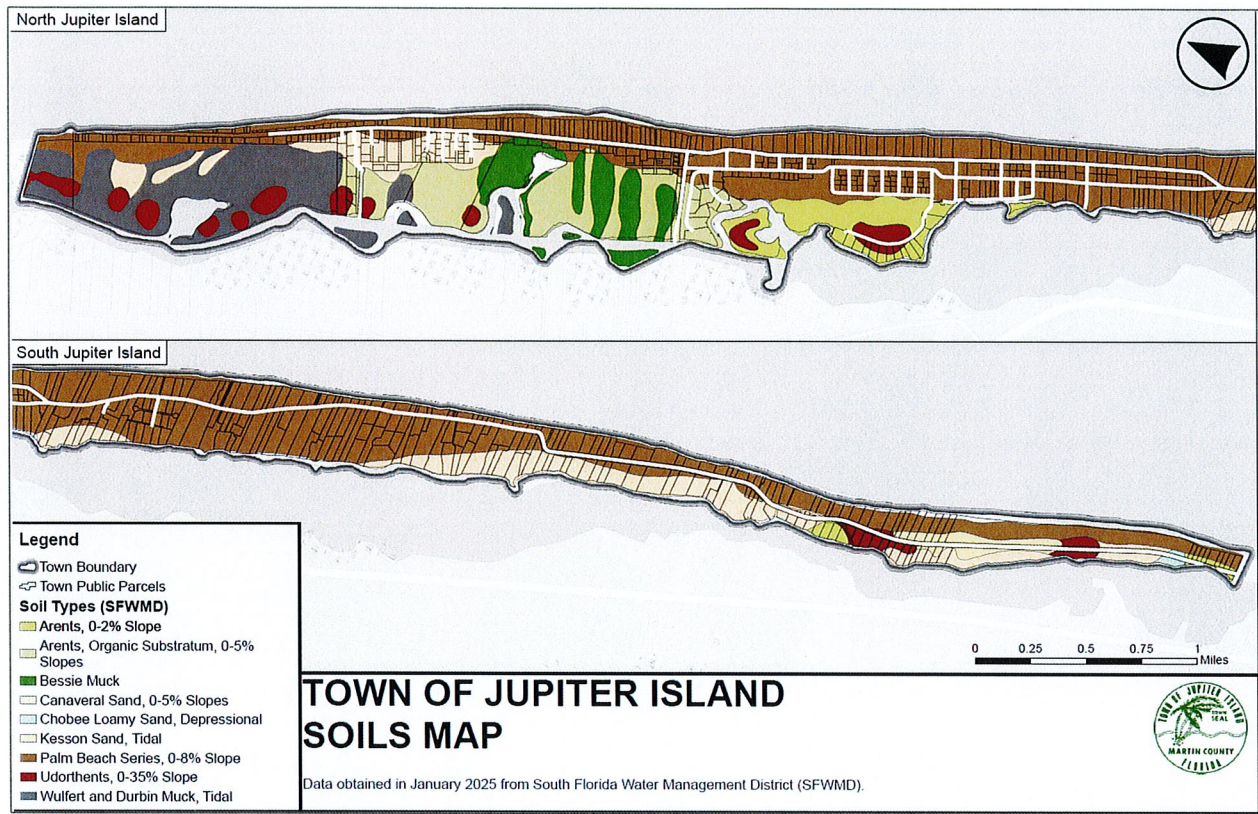
Policy 1.2.4.1: The Soil Map is hereby adopted by reference as Figure 1.2

~~01.02.04.00~~ OBJECTIVE Policy 1.2.4.2: The Town's LDRs should be modified to include the coordination of future land uses with appropriate topography and soil conditions.

~~01.02.04.01~~ Policy 1.2.4.3: Decisions regarding future land development should consider the natural topography of the development site and the soil types occurring on the site.

Policy 1.2.4.4: The Town will also utilize available data sources for wetlands, uplands, and critical habitats when delineating future land uses and evaluating requests for changes in land use.

Figure 1.2: Soil Map



TRANSPORTATION ELEMENT

Purpose

As an element of the Town Comprehensive Plan, required by Section 163.3177(6)(b), Florida Statutes, the purpose of the Transportation Element is to establish the desired and projected transportation system and to plan for the future motorized and non-motorized Transportation system addressing issues in relationship to the size and development pattern of the Town, with an emphasis on transportation that is safe and coordinated. The future Transportation system is supported by the goals, objectives, and policies, set forth herein, and is depicted on the Future Transportation Land Use Map Series.

The Transportation Element supporting data and analysis document describes and analyzes current and future conditions of the Town of Jupiter Island Transportation system. The system includes all roads, streets, and highways, and other public accessways dedicated and opened to public travel. These include primarily Martin County Road 707, which is the major north-south route through the Town and is classified as a minor arterial road. Gomez Road and North Beach Road are the primary Town roads and are classified as collector roads. The remaining roads within the Town are classified as local residential roads.

The future Transportation plan for the Town is embodied in the Transportation goals, objectives and policies and the Future Transportation Land Use Map Series. The components of the future system will remain essentially the same as at present. The adopted level of service to be maintained for all roads within the system is Level of Service A ~~or such other standard as may be required by the Florida Department of Transportation (FDOT).~~

Goals, Objectives, and Policies

02.01.00.00 GOAL 2.1: To establish the desired transportation system in the Town and particularly to plan for future motorized and non-motorized transportation systems.

02.01.01.00 OBJECTIVE 2.1.1: To provide safe, efficient, and cost-effective vehicular and pedestrian movement throughout the Town. ~~while providing for reduction of greenhouse gases.~~

02.01.01.01 Policy 2.1.1.1: The Town should maintain a Transportation Level of Service (LOS) A on all of the Town's roadways.

02.01.01.02 Policy 2.1.1.2: The Town will continue to maintain "The Ramble," a pedestrian and bicycle path used by residents and visitors, which provides for an alternative mode of transportation along Gomez Road and South Beach Road, extending south from the intersection of Grenville Road and Gomez Road to the southern corporate limits of the Town. ~~that reduces greenhouse gases and helps with energy conservation.~~

02.01.01.03 Policy 2.1.1.3: The Town's ~~shall enforce a maximum 30 MPH miles per hour (MPH) speed limit throughout the Town, encourages using encouraging the use of golf carts as an alternative transportation method. The use of golf carts provides a reduction in greenhouse gas emissions.~~

02.01.01.04 Policy 2.1.1.4: The Town's Land Development Regulations (LDRs) should be revised to address the connections and access points of driveways and roads to roadways for the purpose of minimizing conflict points between automobiles and non-motorized users.

02.01.01.05 Policy 2.1.1.5: The Town's LDRs to be adopted within one year of the required date of submittal to the State DEO for the Comprehensive Plan, should provide for safe and convenient on-site traffic flow.

Policy 2.1.1.6 The Town should conduct a feasibility study to determine opportunities to improve safety, manage traffic and protect community character as it relates to South Beach Road. Specific consideration should be given to the potential benefits and likelihood of Town ownership and control of South Beach Road.

Policy 2.1.1.7: The Town should work with property owners to determine if improvements such as traffic calming or sidewalks are desired along portions of North Beach Road. If such facilities are determined to be desired by the community, an evaluation of the available public road rights-of-way and the feasibility of adding sidewalk facilities should be studied.

Policy 2.1.1.8: The Town should evaluate a range of regulatory, operational, and planning strategies to manage and, where appropriate, reduce both traditional and electric bicycle traffic on public roadways, including bicycle rules, designated routes, and limited infrastructure measures, with the goal of maintaining safe and efficient vehicular circulation.

Policy 2.1.1.9: The Town should develop a maintenance schedule to ensure that vegetation within the public road right-of-way is trimmed so as to prevent visual obstructions for traffic while maintaining the visual barrier between the road and homes.

Policy 2.1.1.10: The Town should evaluate the regulation of construction-related vehicle activity within the municipal limits, including hours of operation, as necessary to maintain adopted roadway Level of Service standards, protect neighborhood compatibility, and minimize traffic, noise, and safety impacts. Such regulations may be implemented through ordinances, Land Development Regulations, or development approvals, with reasonable exceptions for emergency and essential public infrastructure work.

02.01.02.02 Policy: OBJECTIVE 2.1.2: The Town should work in partnership with the County, State and Federal agencies to protect the road rights-of-way through on-going beach protection efforts.

Policy 2.1.2.1: The Town should work with County, State, and Federal agencies to protect, enhance, and maintain its dune and beach systems to help safeguard public road rights-of-way and evacuation routes.

02.01.02.00 OBJECTIVE Policy 2.1.2.2: The Town has determined that relocating the road right-of way on both North Beach and South Beach Roads is unfeasible.

02.01.02.01 Policy 2.1.2.3: The Town has assumed ownership of the North Beach Road right-of-way and no modification of the road profile has been accomplished. The Town has determined that relocating the road right-of-way is unfeasible.

02.01.03.00 OBJECTIVE 2.1.3: To coordinate the future maintain a safe, effective transportation system and with future land uses of the on the Town's roadways.

~~02.01.03.01~~ Policy 2.1.3.1: Future traffic improvements or changes to the Town 's Transportation system shall be harmonious with the proposed future land uses as shown on the adopted Future Land Use Map. Conversely, future land use and development shall be harmonious with the proposed future transportation system as shown on the adopted Future Transportation Facilities Map.

~~02.01.04.00~~ OBJECTIVE 2.1.4: To ~~coordinate~~ cooperate with Martin County on transportation planning and traffic improvements ~~with in the County's'~~ the future transportation plans and traffic improvement programs of Martin County.

~~02.01.04.01~~ Policy 2.1.4.1: ~~The Town should convey to maintain open communication with Martin County its concerns regarding anticipated rapid county the projected County population growth, which could have a significant and its impact on the Town's roadway system within the Town, including potential adverse impacts on the maintained level of service.~~

~~02.01.04.02~~ Policy 2.1.4.2: The Town should ~~coordinate~~ closely cooperate with Martin County to ensure that needed drainage, safety and maintenance projects within County-owned and maintained roadways improvements to ~~County Road 707~~ within the Town's limits are adopted in made part of the County's Capital Improvement Plan (CIP), the Martin Metropolitan Planning Organization (MPO) Long Range Transportation Plan and the Florida Department of Transportation's (FDOT) Five-Year Road Work Program. The Town should keep itself informed about all County planned road improvements that will impact the Town's Transportation system.

~~02.01.04.03~~ Policy 2.1.4.3: ~~For all County rights-of-way in the Town, The Town shall endeavor to enter into negotiations with Martin County to amend the Joint Planning Agreement with Martin County which will control ensuring that any decisions regarding County owned rights-of-way within the Town – such as the any sale of right-of-way, the width of pavement, use of roads for bicycles and golf carts, landscaping within road rights-of-way and any other issue which would change the character and ambiance of the Town-are carefully monitored.~~

Policy 2.1.4.4: The Town should coordinate with Martin County to seek opportunities to introduce traffic calming mechanisms along South Beach Road in order to limit speeding and reduce non-local traffic.

HOUSING ELEMENT

Purpose

As an element of the Town Comprehensive Plan, required by Section 163.3177(6)(f), Florida Statutes, the purpose of the Housing Element is to provide appropriate goals, objectives and policies and to demonstrate the Town's commitment to meet identified or projected deficits in the supply of housing needs within the Town. These plans and policies address government activities as well as provide direction and assistance to the efforts of the private sector.

The Housing Element support document data and analysis presents an inventory and analysis of existing and future conditions of housing in the Town of Jupiter Island. The community is characterized by many affluent winter seasonal residents who occupy large estate-style single-family homes, many of which are used as short term rentals. These homes often provide accessory quarters for guests and employees. The only multiple-family units within the Town are the guest rooms at the Jupiter Island Club and special dormitory-type housing provided for employees of the Club.

The Town's plan for future housing is set forth in the goals, objectives and policies presented below. In accordance with the Future Land Use Plan Element, all new housing in the Town will be exclusively single-family residences. However, it will be the Town's policy to continue to permit accessory housing units on single-family lots to accommodate guests and employees of the residents. In addition, special housing for employees of the Jupiter Island Club will may continue to be permitted.

Goals, Objectives, and Policies

03.01.00.00 GOAL 3.1: To provide for safe and adequate, decent, energy-efficient, and sanitary housing at a range of costs and types necessary to meet the needs of the present current and future population of the Town of Jupiter Island.

03.01.01.00 OBJECTIVE 3.1.1: To ensure that new housing in the Town of Jupiter Island will be compatible with the community character.

03.01.01.01 Policy 3.1.1.1: The Town's Land Development Regulations require the Town will to work with developers from the inception of a project to ensure the project meets the Town's needs of the Town and is consistent with the Town's high-quality, low-density residential character through the requirements of the development review process, as defined in the Town's Land Development Regulations.

03.01.01.02 Policy 3.1.1.2: In accordance with the Future Land Use Element Goals, Objectives and Policies, all future housing development within the Town of Jupiter Island should be restricted to single-family residences. However, The Town should continue to allow provision of housing units accessory to single-family residences for the use of guests and employees and provision of, as well as dormitory-style housing for employees of the Jupiter Island Club and guest accommodations at the Jupiter Island Club in the same manner as they are now constructed complimentary to the existing structures on the Club property.

03.01.01.03 Policy 3.1.1.3: The Town LDRs should ensure the compatibility of new housing proposals with existing natural resources and with the environmentally sensitive habitats within the Coastal Zone.

03.01.01.04 Policy 3.1.1.4: The Town should continue to review the historic significance of housing stock and should notify each owner of identified property of the results.

03.01.02.00 OBJECTIVE 3.1.2: To ensure adequate community infrastructure and essential services to meet the need of new housing units.

03.01.02.01 Policy 3.1.2.1: The Town should examine the capacity of existing infrastructure and essential services and plan, through the Capital Improvements Element of the Comprehensive Plan, for needed improvements to serve new housing.

Policy 3.1.2.2: No building permits for new homes shall be issued unless essential infrastructure—potable water, sewer or septic, roadway, stormwater drainage, and electricity—is available for installation and operation no later than at the time of issuance of a certificate of occupancy.

03.01.03.00 OBJECTIVE 3.1.3: To contribute the Town's population to the regional efforts to establish need for affordable housing.

03.01.03.01 Policy 3.1.3.1: The Town should participate in any county or regional plan, ~~such as an urban county Community Development Block Grant Program,~~ which permits municipalities that cannot provide low-income affordable housing to contribute their population to a regional plan for the purpose of meeting regional housing needs.

03.01.03.02 Policy 3.1.3.2: The Town should request Martin County to utilize ~~some~~ a portion of the substantial ad valorem tax dollars paid by the Town to address the regional issue of adequate low- and moderate-income housing.

03.01.04.00 OBJECTIVE 3.1.4: The Town shall provide strategies for increased energy-efficiency related to design and construction of new housing.

03.01.04.01 Policy 3.1.4.1: The Town shall develop and incorporate energy-efficiency standards, plans and principles within the LDR's to be followed in energy-efficiency in the design and construction of new housing, including and in the use of renewable energy resources shall be developed and incorporated within the LDR's.

INFRASTRUCTURE ELEMENT

Purpose

As an element of the Town Comprehensive Plan required by Section 163.3177(6)(c), Florida Statutes, the purpose of the Infrastructure Element is to provide for necessary public facilities and services, including sanitary sewer, solid waste, flood protection, stormwater drainage, potable water, and natural groundwater aquifer recharge, in ~~correlation~~ alignment with the future land use projections ~~element~~.

The five main components of the Infrastructure Element are examined in the element's data and analysis support document. For each component, the existing conditions and future needs are analyzed. The Town's existing public infrastructure facilities and services ~~in the Town are limited to~~ consist of solid waste collection and disposal, ~~and the~~ management and maintenance of stormwater and flood protection, ownership of the water utility, and management ~~conveyance~~ of the sanitary sewer conveyance ~~from~~ for the Jupiter Island Club.

The Town provides garbage, yard waste, and recycling collection and disposal for all its residents and the Jupiter Island Club facilities.

Potable water supply service ~~is provided~~ within the Town is provided by the Town-owned South Martin Regional Utility (SMRU), with the exception of the 600 Block which receives water from the Village of Tequesta.

There are two sanitary sewer systems within the municipal boundaries of the Town. The public systems service the Jupiter Island Club and the 600 Block of S. Beach Road. Please refer to ~~figure 4.2.1 in the~~ Infrastructure Element, Data and Analysis. All other residential and developed properties are served by on-site septic tanks.

The SMRU also provides both potable water supply service and wastewater treatment service to ~~some certain areas~~ of southeastern Martin County ~~(see Map below)~~. The SMRU has been issued Water Use Permit number 43-00066-W by the South Florida Water Management District. As part of the permit process, for which SMRU submitted a map depicting defining the "Service Area", that which includes the Town and a larger portion of the unincorporated area of southeastern Martin County ~~than SMRU currently serves (see Map below)~~.

Irrigation quality water is not available at this time in Jupiter Island.

There are no utility scale potable water wells or wellfields within the Town, ~~and~~ It has been determined that the Town's land area ~~probably~~ does not contribute directly significantly to recharge of the surficial aquifer that supplies the SMRU potable water wells, that which are located on the mainland outside the municipal boundaries of the Town.

Gomez Road and North Beach Road are is served by an exfiltration stormwater system without discharge to any waterbody.

The plan ~~for meeting to meet~~ the Town's future needs for public infrastructure facilities or services is outlined in the goals, objectives, and policies below. The plan incorporates ~~provides for a~~ the SMRU Water Supply Facilities Work Plan by reference, which meets the needs of existing and new development within the Town for the next ten years. The work plan is required by Section 163.3177(6)(c) Florida Statutes. The Data and Analysis portion of the plan has been amended to provide the background for the

work plan. Included here are revised goals, objectives and policies intended to define and guide the implementation of the work plan.

Goals, Objectives, and Policies

4.01.00.00 GOAL 4.1: To provide the needed public facilities for the Town in a manner which: protects investments in existing facilities; ~~promotes orderly, compact urban growth,~~ supports planned growth, while maintaining an acceptable level of service (LOS); protects the natural environment; and protects natural resources.

04.01.01.00 OBJECTIVE 4.1.1: To continue to ensure that at the time a development permit is issued by the Town, adequate infrastructure facility capacity is available or will be available when needed to serve the developments within the Town.

04.01.01.01 Policy 4.1.1.1: The Town should adopt the following level of service standards which should be used as the basis for determining the availability of facility capacity and the demand generated by a development.

Municipal Roadways: LOS "A" at peak hour

Solid Waste Disposal: Collect and dispose of 9 pounds of solid waste/capita per day

Stormwater Drainage: Design storm frequency for a 5-year, 24-hour storm duration, as found in the SFWMD ERP Information Manual Volume IV. The stormwater management devices and structures should be designed with a safety factor of 20% beyond the level of service standard and should include for ongoing maintenance of the devices and structures.

Potable Water Supply: Provide water quality at levels meeting or exceeding levels required by regulatory agencies and in quantities at ~~600~~ 678 gallons/capita/day (inclusive of irrigation) for the Town and 175 gallons/capita/day (inclusive of irrigation) system-wide for SMRU.

Wastewater Supply: Provide wastewater collection service at levels required by regulatory agencies and in quantities not exceeding 100gallons/capita/day for the Town, as well as system-wide.

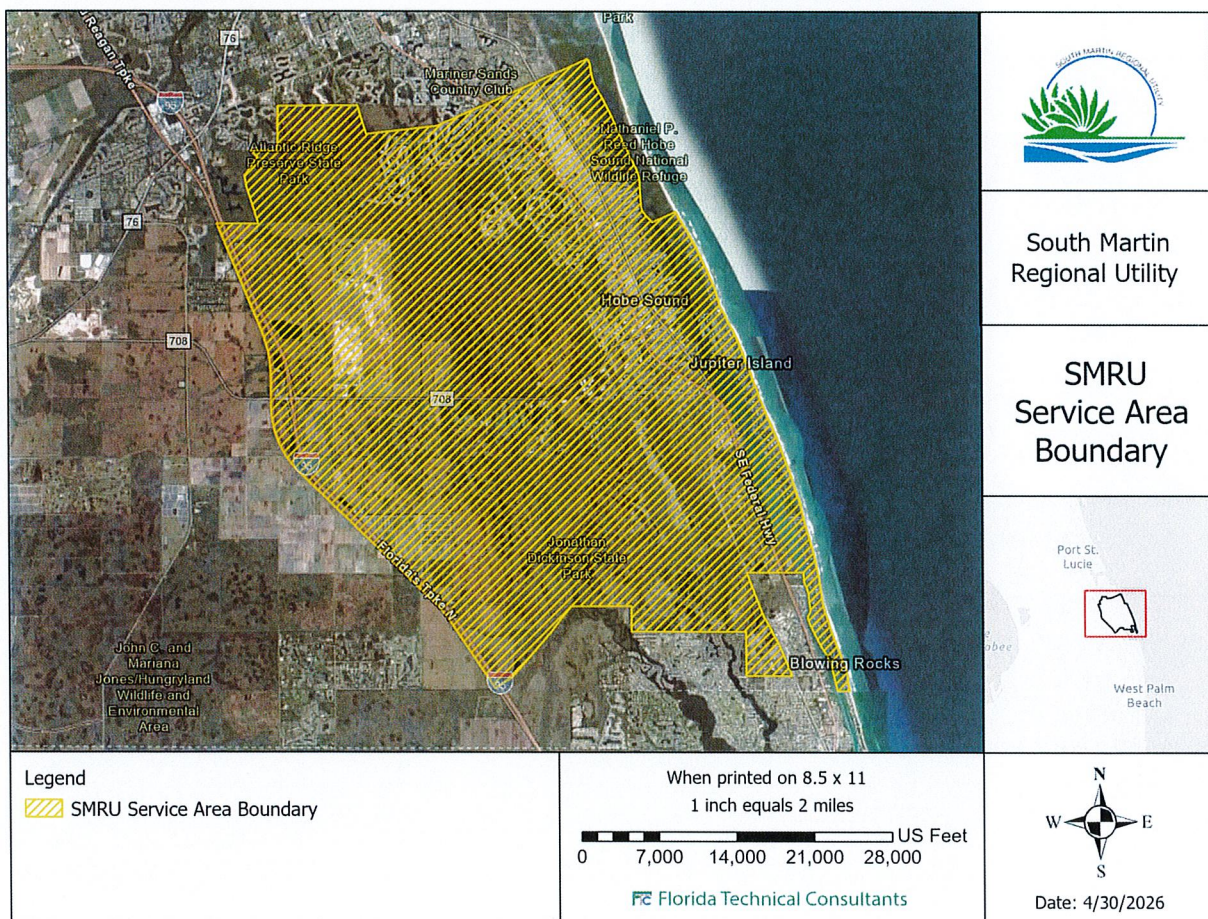
Dunes Flood Infrastructure: Dune crest elevation should be maintained at a minimum of 14 feet NAVD.

04.01.01.02 Policy 4.1.1.2: All improvements for replacement, expansion or increase in capacity of facilities should be compatible with the adopted level of service standards for the facilities.

04.01.01.03 Policy 4.1.1.3: The Town should annually update facility demand and capacity information for SMRU based on development permits issued by the Town and according to information from the Martin County on development permits issued to other users of SMRU potable water supply and wastewater treatment services.

04.01.01.04 Policy 4.1.1.4: The Town should coordinate with all other nearby local governments to promote compatibility between their comprehensive plans and development permit procedures and the availability of SMRU potable water supply and wastewater treatment facilities.

04.01.01.05 Policy 4.1.1.5: The Town shall coordinate with Martin County to ensure that urban services such as potable water supply service and wastewater treatment service to be provided by SMRU to new or existing development outside the municipal boundaries of Town shall occur only when the Comprehensive Plan provisions, Land Development Regulations, and Urban Services Boundary of the County are fully met.



04.01.02.00 OBJECTIVE 4.1.2: To develop and maintain a five-year schedule of capital improvement needs for public infrastructure facilities, to be updated annually in conformance with the review process for the Capital Improvements Element of this plan.

04.01.02.01 Policy 4.1.2.1: Proposed capital improvement projects should be evaluated and annually ranked according to criteria established by the Town Commission. Some policy considerations are:

- a. The proposed project is required to protect the safety, health of the public or fulfill the Town's legal commitment to provide facilities and services, or to preserve or achieve full use of existing facilities.
- b. The proposed project increases efficiency of use of existing facilities, prevents or reduces future improvement costs, provides service to developed areas lacking full service or promotes redevelopment.
- c. The proposed project represents a logical extension of facilities and services within a designated service area.
- d. The proposed facility is required to maintain the adopted level of service.

04.01.03.00 OBJECTIVE 4.1.3: To provide effective stormwater management through the use of natural sheet flow and percolation.

04.01.03.01 Policy 4.1.3.1: The Town should continue to regulate development to assure that adequate on-site containment of stormwater is achieved.

04.01.03.02 Policy 4.1.3.2: The Town should Identify and prioritize stormwater and drainage capital improvements in those areas where the sheet flow is interrupted and causing causes flooding of public spaces and streets or public road rights-of-way and provide capital improvements which will remedy the problems. The Town has undertaken a program of stormwater improvements via exfiltration in conjunction with the repaving of Town roadways.

04.01.05.00 OBJECTIVE 4.1.4: To assure an adequate quantity of high-quality potable water for to meet the needs of current and future residents of the Town and in areas served by SMRU.

04.01.05.01 Policy 4.1.4.1: The Town should adopt update and implement a water supplemental supply facilities workplan in cooperation with the South Florida Water Management District and Martin County.

04.01.05.02 Policy: The Town of Jupiter Island should continue to investigate the purchase of the water distribution system at the extreme south end of its jurisdiction to assure all Town residents of high quality potable water.

04.01.05.03 Policy 4.1.4.2: The Town should continue to permit disposal of wastewater effluent through the use of septic tanks while protecting the quality of surface and ground water.

Policy 4.1.4.3: Assess the transition from Onsite Sewage Treatment and Disposal Systems (commonly referred to as septic systems) to sanitary sewer throughout the Town over the next 25-year planning horizon, concluding in 2050.

04.01.05.04 Policy 4.1.4.4: The Town, during the development of its LDRs, should continue to study water usage and recommendations for reduction of use for irrigation and other non-potable water needs to decrease the demand for potable water purposes and enforce the SEWMD Model Water Conservation Ordinance.

04.01.05.05 Policy 4.1.4.5: The Town should require as a condition of any building permit that the irrigation plan be reviewed for the conservation of potable water.

04.01.05.06 Policy 4.1.4.6: The Town should require all new construction and renovation to utilize ultra-low water conserving plumbing fixtures.

~~04.01.06.00~~ OBJECTIVE 4.1.5: To adopt a 10-Year Water Supply Facilities Work Plan for the South Martin Regional Utility (SMRU) that is consistent with the Upper East Coast Regional Water Supply Plan (RWSP) of the South Florida Water Management District (SFWMD).

~~04.01.06.01~~ Policy 4.1.5.1: The Town shall coordinate with SFWMD to ~~develop~~ maintain the water supply ~~facilities~~ work plan for potable water supply to serve users within the municipal boundaries of the Town. The Town shall coordinate with SFWMD and Martin County to ~~develop~~ update the water supply ~~facilities~~ work plan for users within the urban services district boundaries of unincorporated Martin County who are served by SMRU.

~~04.01.06.02~~ Policy ~~The Town shall develop a~~ maintain the water supply facilities work plan for SMRU that anticipates supplying potable water to a total population of 29,500 persons (Source: SFWMD 2016 Upper East Coast Water Supply Plan Update) by the year 2040, which includes 3,800 persons as the seasonal peak population of the Town (Source: Data and Analysis).

~~04.01.06.03~~ Policy 4.1.5.2: The Town hereby adopts by reference the Ten (10) Year Water Supply Facilities Work Plan 2017 Update prepared by South Martin Regional Utility (SMRU), as a part of this comprehensive plan.

~~04.01.06.04~~ Policy 4.1.5.3: The Town shall adopt a revised Ten (10) Year Water Supply Facilities Work Plan -2017-update as a part of this comprehensive plan within 18 months after the South Florida Water Management District approves the 201626 Upper East Coast Water Supply Plan Update.

~~04.01.06.06~~ Policy 4.1.5.4: Any update to the Ten (10) Year Water Supply Facilities Work Plan 2017 Update will be done following the requirements of Chapter 163, Florida Statutes.

~~04.01.07.00~~ Objective: To achieve full operation of the 4 mgd reverse osmosis (RO) plant utilizing the Floridian Aquifer, by 2025.

~~04.01.07.01~~ Policy: The Town shall design and permit the RO plant for a potential capacity of 4mgd when future population increases demands it.

~~04.01.08.00~~ OBJECTIVE 4.1.6: To protect the surficial aquifers from saltwater intrusion.

~~04.01.08.01~~ Policy 4.1.6.1: The Town (SMRU) shall ~~operate~~ maintain operation of the RO Reverse Osmosis Water Treatment Plant to supplement the water supply drawn from the surficial aquifers Surficial Aquifer System at the south plant especially at times of low surficial aquifer recharge rates as in times of drought.

~~04.01.08.02~~ Policy 4.1.6.2: The Town shall continue to monitor and protect the surficial aquifer wells from saltwater intrusion and shall limit the use of those wells at the time of low recharge rates.

~~04.01.09.00~~ OBJECTIVE 4.1.7: To conserve water resources through the use of water conserving techniques such as water efficient landscaping, ~~ultra-low volume plumbing fixtures~~, a water conserving rate structure, a leak detection program, a rain sensor device program, water conservation education, and use of reclaimed water.

~~04.01.09.01~~ Policy 4.1.7.1: The Town (SMRU) shall make 100 percent use of reclaimed water at the south system recharging the groundwater system through reclaimed water irrigation.

~~04.01.09.02 Policy 4.1.7.2:~~ The Town shall make 100 percent use of reclaimed water to meet the demands of its customers. at the north system by providing reclaimed water to golf course facilities including Loblolly Pines and Medalist Golf Club golf courses for irrigation use.

~~04.01.09.03 Policy 4.1.7.3:~~ The Town ~~has successfully implemented~~ should maintain and continue to enforce the Mandatory, Year-Round Landscape Irrigation Conservation Measures, as detailed in Chapter 40E-24, Florida Administrative Code F.A.C., through the use of public information and education, announcements, and watering restrictions detailed in monthly newsletters, notices on SMRU water bills, and through notices placed on the Town's website. ~~Enforcement of these mandatory regulations are handled by the Town's Public Safety Department, with warnings and Notices of Violations.~~

OBJECTIVE 4.1.8: To improve flood protection from storms and storm surge through the managed use of beaches and dunes as infrastructure.

Policy 4.1.8.1: The Town should manage beaches and dunes in accordance with the goals, objectives, and policies of the Coastal Management Element.

Policy 4.1.8.2: Dunes should be considered infrastructure for flood protection, and the Town should support efforts to maintain a continuous healthy and robust dune system in accordance with the Level of Service standards of Policy 4.1.1.1.

COASTAL MANAGEMENT ELEMENT

Purpose

As an element of the Town Comprehensive Plan required by Section 163.3177(6)(g), Florida Statutes, the purpose of the Coastal Management Element is to plan for, and where appropriate, restrict development activities where such activities would damage or destroy coastal resources, and to protect human life and limit public expenditure in areas that are subject to destruction by natural disaster or sea level rise.

The Coastal Management Element support document data and analysis provides inventories and analyses of the following concerns in the coastal area: land use, infrastructure, historic resources, natural resources, estuarine environmental conditions, beach and dune systems, hurricane evacuation, and post-disaster redevelopment.

Located on a barrier island, the Town of Jupiter Island is wholly located within the coastal area and is bounded on the east by oceanic waters and on the west by estuarine waters. The ocean shoreline continues to experience severe erosion, which is being addressed by the on-going beach renourishment program of the Town. Hobe Sound and Jupiter Sound are within the Indian River Lagoon Aquatic Preserve. In addition to these marine ecosystems, the Town is bounded on the north by the Hobe Sound National Wildlife Refuge. Within the southern portion of the Town is another major preserve, the Blowing Rocks Preserve. The Town's location amidst these major coastal environmental systems impacts imposes significant limitations on any the Town's future development plans.

The Town's plan for coastal resource management is contained within the goals, objectives, and policies in the following section. The protection of natural resources from the impacts of development and protection of the residents from natural disasters and sea level rise will continue to be primary concerns in the Town's future planning.

Goals, Objectives, and Policies

05.01.00.00 GOAL 5.1: To promote the conservation and preservation of the town's natural resources and coastal wildlife habitat to plan for, and where appropriate, restrict development which would damage or destroy the natural, archeological, or historic resources of the coastal area.

05.01.01.00 OBJECTIVE 5.1.1: Land Development Regulations serve to protect, conserve or enhance wetlands and to mitigate the unavoidable adverse impacts of human presence.

05.01.01.01 Policy 5.1.1.1: Marine and estuarine wetlands, including seagrass beds and coastal marshes within shallow estuarine waters, should continue to be protected from dredge and fill activities associated with development through standards that meet or exceed existing Federal, State, County and/or Town regulation of these activities, except in cases necessary to public safety or overriding ecological necessity.

05.01.01.02 Policy 5.1.1.2: Future disruptions or degradation of wetlands should be accompanied by mitigation measures to ensure no net loss in wetland acreage.

05.01.02.00 OBJECTIVE 5.1.2: Land Development Regulations protect, conserve or enhance living marine resources and wildlife habitats in the coastal area.

05.01.02.01 Policy 5.1.2.1: Improvements to the Town's beaches should continue to be implemented in a manner that does not damage or destroy and protects and enhances natural beach wildlife habitats and dune areas serving as optimal habitat for nesting sea turtles and other native species of flora and fauna.

05.01.02.02 Policy 5.1.2.2 Beach activities, including recreation, beach cleaning and lighting of beach structures should continue to be regulated in a manner that protects sea turtle nesting areas from unreasonable disturbance in accordance with all applicable Federal and State regulations and Town Ordinances, including Jupiter Island Code, Chapter 3, "Animals", Article II "Sea Turtles"

Policy 5.1.2.3: Regulate beachfront lighting, beach and dune preservation, stabilization, and restoration to ensure the health and wellbeing of vital sea turtle habitat throughout the island.

Policy 5.1.2.4: Implement specific prohibitions on development processes and activities which may be disruptive to the nesting, migratory, hatching, or other behaviors of sea turtles.

Policy 5.1.2.5: Facilitate reduction of light pollution and negative impacts of lighting on sea turtle nesting and hatchlings through continued strengthening of lighting ordinances and enforcement of lighting restrictions during sea turtle nesting season.

05.01.03.00 OBJECTIVE 5.1.3: Land Development Regulations continue to protect, conserve or enhance estuarine habitats.

05.01.03.01 Policy 5.1.3.1: Estuarine fauna, including the Florida manatee, should continue to be protected from damage or destruction by establishment of boating speed limits in any designated manatee habitats, and in waters containing seagrass beds.

Policy 5.1.3.2: Promote and expand manatee slow-speed zones in critical habitats south of the Bridge Road bridge, prohibiting activity that harms submerged lands, while ensuring clear signage, public education, and compliance with state and federal wildlife protection standards.

05.01.03.02 Policy 5.1.3.3: The Town should continue to ~~cooperate~~ align with the existing Indian River Lagoon Aquatic Preserves Management Plan and ~~should cooperate ensure consistency~~ with any relevant future resource protection plans, such as resource planning and management plans or estuarine sanctuary plans developed for the Indian River Lagoon.

05.01.04.00 OBJECTIVE 5.1.4: To maintain or improve estuarine environmental quality.

05.01.04.01 Policy 5.1.4.1: The Town shall continue to oppose discharges from Lake Okeechobee into the St. Lucie Estuary and Indian River Lagoon, and ~~would~~ support low level water releases from Lake Okeechobee during very dry times.

05.01.04.02 Policy 5.1.4.2: The Town will continue to ~~press~~ urge the State and Federal agencies, that are responsible for the discharges and water treatment, to restrict discharges and to move the water south of Lake Okeechobee.

05.01.04.03 Policy 5.1.4.3: The Town shall support efforts by State and Federal agencies to create various types of water storage, such as reservoirs north and south of Lake Okeechobee,

aquifer storage, recovery wells, deep injection wells, into which the lake can be discharged.

05.01.04.04 Policy 5.1.4.4: The Town shall foster maintenance of the water quality of the Indian River Lagoon to be maintained at ~~its current~~ the designation of "Good", through cooperation between the Town and other local governments agencies having jurisdiction over the lagoon and its shores.

05.01.04.05 Policy 5.1.4.5: The LDR's shall restrict ~~new~~ point-sources of pollution discharging directly into the Indian River Lagoon, or into canals leading to the lagoon.

05.01.04.06 Policy 5.1.4.6: The LDR's shall require future development on any unfortified areas of the estuarine shoreline that lack wetland vegetation to be planted with native vegetation in order to stabilize the shoreline, limit stormwater run-off and soil erosion, and trap sediments and other non-point source pollutants. Hardening of the shoreline, in the event plantings fail to achieve the purpose, should be undertaken in accordance with state and local regulations. ~~This policy has been implemented.~~

05.01.04.07 Policy 5.1.4.7: The LDR's shall regulate structures that impede circulation patterns in the Indian River lagoon within the Town's jurisdiction, such as docks and boardwalk structures.

05.01.04.08 Policy 5.1.4.8: The LDR's shall restrict activities and land uses known to adversely affect the quality and quantity of natural groundwater, recharge areas, wellhead protection areas and surface waters used as a public water supply.

05.01.04.09 Policy 5.1.4.9: The Town shall vigorously enforce the prohibitions against, modifying, or contaminating, marine grass beds and tidal marsh areas as required by federal, state and local laws.

05.01.04.10 Policy 5.1.4.10: The Town shall assure through development review and approval that conservation lands will be protected or restored by requiring that all pertinent interests provide aquatic weed control, invasive species removal, and the control of contaminants and excess nutrients.

Policy 5.1.4.11: Continue to administer mangrove trimming and permitting as regulated by the Florida Department of Environmental Protection.

05.01.05.00 OBJECTIVE 5.1.5: To protect the natural functions of the coastal barrier, with significant effort to and protect and enhance the coastal dunes and ocean beach system as part of the Town's infrastructure.

05.01.05.01 Policy 5.1.5.1: The Town should continue to implement its on-going beach renourishment or renourishment projects aimed at restoring or maintaining beaches and protecting upland structures for so long as the cost is acceptable to the Town's residents.

05.01.05.02 Policy 5.1.5.2: Future improvements on the beaches of the Town of Jupiter Island should be implemented in a manner that protects the natural functions of the coastal barrier, including nourished or renourished beaches, dunes, or berms.

~~05.01.05.03~~ Policy 5.1.5.3: Future construction along the beaches of the Town of Jupiter Island should be implemented in a manner to preserve existing dune vegetation and should provide walk-over structures at points of beach access.

~~05.01.05.04~~ Policy 5.1.5.4: Removal of natural existing native dune vegetation shall be prohibited, and preservation and enhancement of native dune vegetation should be encouraged.

~~05.01.05.05~~ Policy 5.1.5.5: The Town's general ordinances shall prohibit all vehicular traffic on the beach and in primary dunes, with the exception of official vehicles.

~~05.01.05.06~~ Policy 5.1.5.6: Construction, including erection of new seawalls or repair of damaged seawalls, should be permitted seaward of the Martin County Coastal Construction Control Line only in accordance with applicable Federal, State and local regulations.

~~05.01.05.07~~ Policy 5.1.5.7: The Town will work to allow rebuilding of damaged seawalls and other structures appropriate to the character of the Town.

Policy 5.1.5.8: All existing native vegetation within the dune areas, east and west of the waterfront setback line, should be preserved to maintain the existing dune and mitigate major erosion events.

Policy 5.1.5.9: Develop and maintain a strategic beach management plan that addresses management of the beach and dune system, as permitted by State and Federal regulatory agencies and as required by State statute.

~~05.01.06.00~~ OBJECTIVE 5.1.6: **To provide for the protection, preservation, or sensitive reuse of historic resources and archaeological resources in the coastal area.**

~~05.01.06.01~~ Policy 5.1.6.1: The Town will identify any sites that may be eligible for local designation as significant contributors to the aesthetic or architectural character of the community.

~~05.02.00.00~~ GOAL 5.2: **To continue to provide public access, the same as present, to existing county and federal beaches and shores.**

~~05.02.01.00~~ OBJECTIVE 5.2.1: **To maintain the amount of physical public access to beaches and shores consistent with estimated Town needs.**

~~05.02.01.01~~ Policy 5.2.1.1: Existing facilities for public Town resident access to beaches and shores should be maintained.

~~05.02.01.02~~ Policy 5.2.1.2: The existing ~~level~~ locations of public beach access shall be limited to Blowing Rocks Preserve, the Hobe Sound Beach Park, and the Hobe Sound National Wildlife site.

~~05.02.02.00~~ OBJECTIVE 5.2.2: **To establish level of service standards and phasing of infrastructure improvements in the coastal area.**

~~05.02.02.01~~ Policy 5.2.2.1: The level of service standards adopted elsewhere in this Comprehensive Plan for facilities should be applied to all applications for development approval.

05.02.02.02 Policy 5.2.2.2: Developments that would impact existing facilities by reducing the level of service below adopted levels and which are to be constructed prior to the availability of scheduled improvements, should pay for such impacts or provide their own facilities constructed to Town specifications.

05.03.00.00 GOAL 5.3: To protect human life and limit public expenditures subsidizing development in areas subject to destruction by natural disaster or sea level rise.

05.03.01.00 OBJECTIVE 5.3.1: To maintain or reduce hurricane evacuation times.

05.03.01.01 Policy 5.3.1.1: ~~Deficiencies in the Town's local hurricane evacuation plan should be identified and remedied. The Town should investigate further the need to revise the designated evacuation routes set forth in the Martin County Hurricane Evacuation Plan.~~ Maintain an effective Town Hurricane Evacuation Plan that ensures the orderly and rapid evacuation of the Town in the event of an impending hurricane.

05.03.01.02 Policy 5.3.1.2: The Town will coordinate with Martin County Emergency Management personnel to help ensure that traffic control points along the Town's evacuation routes are properly manned during evacuation.

05.03.01.03 Policy 5.3.1.3: All future improvements to roadways along local evacuation routes should include remedies for any existing flooding problems and any other hazard or transportation constraints.

05.03.01.04 Policy 5.3.1.4: The Town shall continue to cooperate with the Treasure Coast Region and ensure consistency with the Martin County Hurricane Evacuation Plans. Specific procedures for integration into the county and regional hurricane evacuation plans should be adopted.

Policy 5.3.1.5 The Town should evaluate options for the location of an emergency evacuation landing zone that can serve to supplement emergency evacuation and delivery of recover resources.

05.03.02.00 OBJECTIVE 5.3.2: To direct population concentrations away from known or predicted Coastal High-Hazard Areas.

05.03.02.01 Policy 5.3.2.1: ~~The coastal high-hazard area is the area below the elevation of the category 1 storm surge line as established by a Sea, Lake, and Overland Surges from Hurricanes (SLOSH) computerized storm surge model. Discourage new development in the Coastal High Hazard Area, defined as the area below the elevation of the category 1 storm surge line, as established by a Sea, Lake, and overland Surges from Hurricane (SLOSH) computerized storm surge model, as defined in Section 163.3178(2)(h), Florida Statutes.~~

05.03.03.00 OBJECTIVE 5.3.3: ~~To limit public expenditures that subsidize development permitted east of existing primary dune except for restoration, protective measures or enhancement of natural resources. No development shall occur east of the existing primary dune, except for local, regional and state restoration or protective projects. New construction and expansion in this area should be limited to protect coastal resilience.~~

05.03.03.01 Policy ~~Town-funded public structures and facilities should not be built east of the existing primary dune except for purposes of public access or resource restoration.~~

Policy 5.3.3.1: ~~Establish~~ Maintain a waterfront setback line in the Land Development Regulations where no development (other than dune crossovers) is allowed east of the oceanfront waterfront line. Existing non-conformities shall be permitted to continue and to be redeveloped consistent with the existing non-conforming density or intensity. This waterfront setback line shall not be moved for the purpose of development and construction.

05.03.03.02 Policy 5.3.3.2: The hazard mitigation annex of the Martin County Comprehensive Emergency Management Plan and interagency hazard mitigation reports should be reviewed in order to identify specific actions that could be implemented to reduce exposure to natural hazards or sea level rise.

05.03.03.03 Policy 5.3.3.3: Monitor and maintain the established Erosion Control Line along the length of the permitted beach nourishment project shoreline and extend the Erosion Control Line where needed to support the expansion of beach nourishment where appropriate, thereby limiting seaward encroachment of development in those areas.

05.03.04.00 OBJECTIVE 5.3.4: **To prepare post-disaster redevelopment plans that will reduce or eliminate the exposure of human life and public and private property to natural hazards.**

05.03.04.01 Policy 5.3.4.1: The Town will provide immediate response to post-hurricane situations.

05.03.04.02 Policy 5.3.4.2: The Town's Emergency Management Plan, General Orders 9.2.3 outlines specific steps to be taken to institute post-disaster recovery operations.

05.03.04.03 Policy 5.3.4.3: The Town shall support the Martin County Post Disaster Redevelopment Plan as it aligns with the Town's Emergency Management Plan.

Policy 5.3.4.4: ~~The Town should develop a volunteer post-disaster beach clean-up program to be initiated as the final phase of post-disaster recovery and redevelopment.~~

05.03.05.00 OBJECTIVE 5.3.5: **To coordinate coastal area population densities with appropriate regional or local hurricane evacuation plans.**

05.03.05.01 Policy 5.3.5.1: The sole evacuation route within the Town is Bridge Road (CR 708). The Martin County Hurricane Evacuation Plan directs Town residents who reside north of Bridge Road to use Bridge Road for evacuation and are then directed north onto either AIA and U.S. 1. Town residents who reside south of Bridge Road are directed south to evacuate the Island and then directed north on U.S. 1 or to the Florida Turnpike for evacuation of the area.

05.03.06.00 OBJECTIVE 5.3.6: **Development and redevelopment projects shall be reviewed to eliminate inappropriate and unsafe buildings and structures in coastal areas when opportunities arise.**

05.03.06.01 Policy 5.3.6.1: The Town's Land Development Regulations shall be amended to include development and redevelopment principles, strategies, and engineering solutions that reduce the flood risk in coastal areas which results from high-tide events, storm surge, flash floods, stormwater runoff, and the related impacts of sea-level rise.

05.03.06.02 Policy 5.3.6.2: The Town's Land Development Regulations shall be amended to encourage the use of best practices development and redevelopment principles, strategies, and engineering solutions that will result in the removal of coastal real property from flood zone designations established by the Federal Emergency Management Agency .

05.03.06.03 Policy 5.3.6.3: The Town's Land Development Regulations shall be amended to identify site development techniques and best practices that may reduce losses due to flooding and claims made under flood insurance policies issued in this state.

05.03.06.04 Policy 5.3.6.4: The Town's Land Development Regulations ~~are currently~~ shall be consistent with, or more stringent than, the flood-resistant construction requirements in the Florida Building Code and applicable flood plain management regulations set forth in Title 44 C.F.R. Code of Federal Regulations, Part 60.

5.3.6.6 Policy 5.3.6.5: The Town's Land Development Regulations ~~currently~~ shall require that any construction activities seaward of the Coastal Construction Control Line are established pursuant to s. 161.053 ~~be~~ are consistent with chapter 161.

05.03.06.06 Policy 5.3.6.6: ~~The Town does participate in the National Flood Insurance Program Community Rating System ("CRS") administered by the Federal Emergency Management Agency to achieve flood insurance premium discounts for their residents. The Town's current ISO CRS rating is a 7, which results in a 15% flood insurance premium discount for property owners located in a Special Flood Hazard Area.~~ Participate in the National Flood Insurance Program Community Rating System as administered by FEMA and endeavor to improve the Town Community Rating System rating.

05.04.00.00 GOAL 5.4: To coordinate and cooperate with other local governments in coastal resource protection and management efforts.

05.04.01.00 OBJECTIVE 5.4.1: To establish an intergovernmental coordination mechanism with adjacent local governments and Federal/State park counterparts, consistent with the policies of the Intergovernmental Coordination Element of this Comprehensive Plan, for area-wide conservation of coastal resources.

05.04.01.01 Policy 5.4.1.1: The Town shall review comprehensive plans of adjacent municipalities, Federal and State parks, and Martin County to determine whether or not coastal resources are being managed in a consistent manner.

05.04.01.02 Policy 5.4.1.2: ~~The Town should Continue to participate in the joint planning and coordination efforts on the~~ regarding the St. Saint Lucie Inlet Management Plan as outlined in the Interlocal Agreement between the Town and Martin County.

05.04.01.03 Policy 5.4.1.3: The Town shall adopt by reference the Martin County Manatee Protection Plan as it applies to coastal and Intracoastal waters of the Town.

05.04.01.04 Policy 5.4.1.4: The Town shall adopt by reference the Martin County Boat Facility Siting Plan except that nothing herein shall preclude the maintenance or expansion of the Jupiter Island Club Marina nor shall it prevent the creation of future docking facilities at the Hobe Sound Yacht Club.

~~05.04.02.01~~ Policy 5.4.1.5: The Town shall actively pursue any opportunity to obtain easements which would not unreasonably encumber the use of private property.

CONSERVATION ELEMENT

Purpose

As an element of the Town Comprehensive Plan required by Section 163.3177(6)(d), Florida Statutes, the purpose of the Conservation Element is to promote the conservation, use and protection of natural resources and ultimately to protect and enhance the public health, safety and welfare and the quality of the environment.

The Conservation Element supporting data and analysis support document describes the natural resources of the Town and their significance to the unique quality of life in the Town. The resources inventoried include adjacent beaches, dunes, water bodies, ground water resources, wetlands, flood plains, minerals, soils, vegetative communities, wildlife, and air quality. Due to it's the Town's location on a coastal barrier island, the Town contains a wealth of natural resources whose protection and wise use are of primary concern in the community's future planning.

The Conservation Element Goals, Objectives and Policies, set forth below, are the narrative of the Town's plan for conservation of natural resources in the future. The main issues to be addressed, as identified in the Conservation support document, are beach erosion control and monitoring of biological impacts, residential development intensity, and conservation of potable water resources.

Goals, Objectives, and Policies

06.01.00.00 GOAL 6.1: To Conserve, protect, and appropriately manage the natural environment of the Town to ensure the highest possible environmental quality, limit impacts to natural resources, and to provide the factors that affect conservation.

06.01.01.00 OBJECTIVE 6.1.1: ~~To meet or exceed the minimum air quality levels~~ Maintain an average Air Quality Index of "Good," as established by the Florida Department of Environmental Protection (FDEP).

06.01.01.01 Policy 6.1.1.1: The Town is willing to cooperate with the State and/or Martin County in monitoring air quality.

06.01.01.02 Policy 6.1.1.2: The Town will continue to prohibit the establishment of industrial uses within the Town, which could have an adverse impact on air quality.

06.01.01.03 Policy 6.1.1.3 ~~[MISSING POLICY FROM ADOPTED DRAFT]~~

06.01.01.04 Policy 6.1.1.3: The Town promotes alternative transportation modes such as golf carts, as a means of protecting air quality and providing for energy conservation to reduce air pollution and support energy conservation.

06.01.01.05 Policy 6.1.1.5: The Town will continue to maintain the "Ramble" as a pedestrian walking path south of Grenville Road and a bike or walking path from Grenville Road to Estrada Road.

06.01.02.00-OBJECTIVE 6.1.2: To protect the environmental quality of the Indian River Lagoon as set forth in the Coastal Zone Management Element Goals, Objectives and Policies.

06.01.02.01 Policy 6.1.2.1: The Town should cooperate with all Federal, State and regional regulatory agencies with jurisdiction over wetlands to improve compliance with State and Federal regulations.

06.01.03.00 OBJECTIVE 6.1.3: **To conserve the potable water resources of the Town by reducing the amount of water used for irrigation by a factor of five percent (5%) for the period 2015 to 2025 over the next 25-year planning horizon.**

06.01.03.01 Policy 6.1.3.1: The Town shall promote water conservation practices by residents of the Town and encourages the use of water-conserving appliances.

06.01.03.02 Policy 6.1.3.2: The Town should cooperate with SFWMD requests for implementation of emergency water conservation measures.

06.01.03.03 Policy 6.1.3.3: The Town shall coordinate with SFWMD to develop a plan to reduce the use of the potable water supply to serve the irrigation needs of users within the municipal boundaries of the Town. The Town shall coordinate with SFWMD and Martin County to develop a plan to reduce the use of potable water supply to serve the irrigation needs of users within the urban services district boundaries of unincorporated Martin County who are served by SMRU. ~~The Town shall develop such a plan for SMRU that anticipates the irrigation needs of a total population of 29,500 persons (Source: SFWMD Upper East Coast Water Supply Plan) in its service area by the year 2040, which includes 3,800 persons as the seasonal peak population of the Town (Source: Data and Analysis).~~

06.01.03.04 Policy 6.1.3.4: The Town encourages water-conserving landscaping principles, including the use of:

- a. Highly drought-resistant plant materials;
- b. Limiting the areas of turf cover to areas where functional benefits are provided;
- c. Efficient irrigation systems and;
- d. The use of soil improvements and mulches to improve water holding capacity.
- e. Improved turf grasses which are Florida friendly and salt tolerant should be identified for future use in the Town.

06.01.03.05 Policy 6.1.3.5: The Town requires that irrigation plans be reviewed for the conservation of water as provided in the Florida Building Code.

06.01.03.06 Policy 6.1.3.6: The Town requires that all new construction and renovation utilize ultra-low water conserving plumbing fixtures provided in the Florida Building Code.

06.01.03.07 Policy 6.1.3.7: The Town's LDR's include the SFWMD's Surface Water Improvement and Management Plan (SWIM) and future modifications.

06.01.03.08 Policy 6.1.3.8: The Town requires a detailed study of water usage and recommendations for reduction of use for irrigation purposes.

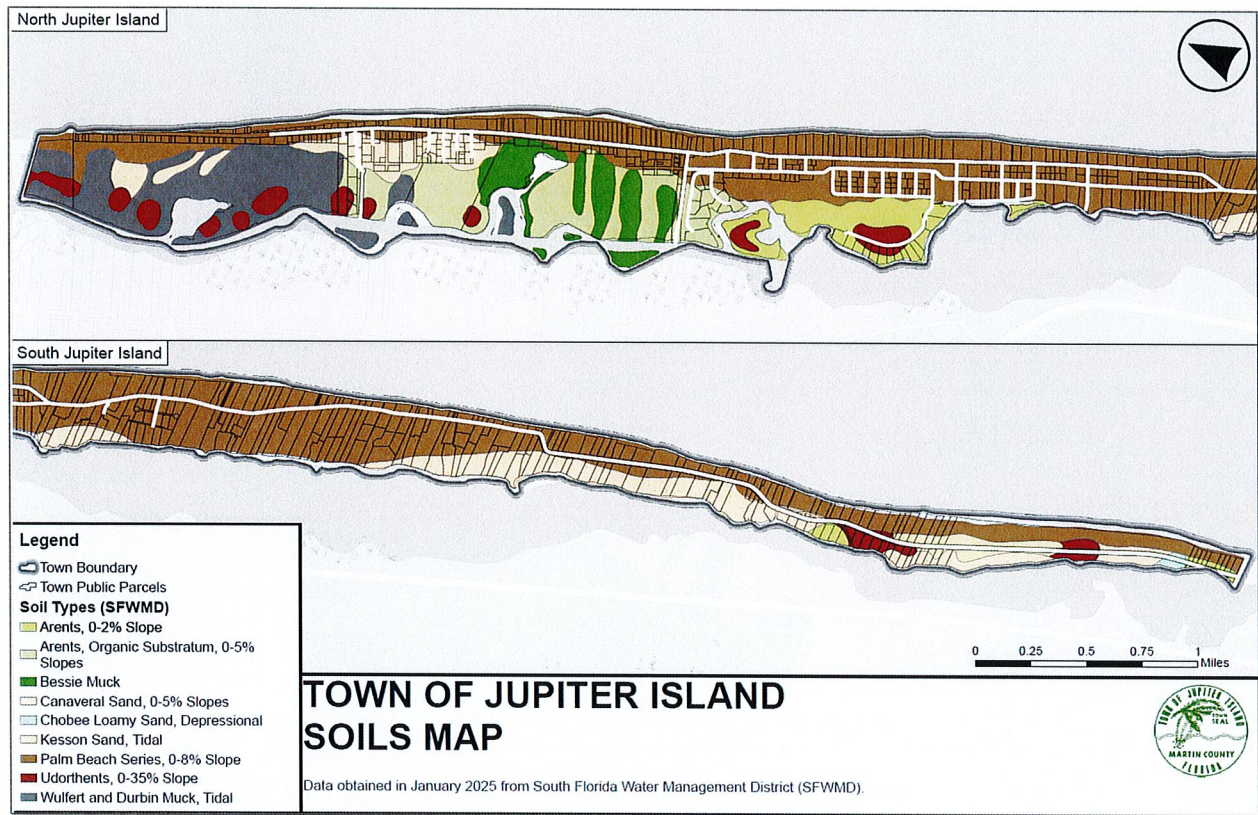
~~**06.01.04 OBJECTIVES AND POLICIES MISSING FROM ADOPTED DRAFT**~~

06.01.05.00 OBJECTIVE 6.1.4: **To conserve the soils, sands and minerals of the Town.**

06.01.05.01 Policy 6.1.4.1: Soil erosion is minimized by consideration of topography, hydrology and vegetative cover in review of site development plans.

06.01.05.02 Policy 6.1.4.2: The Town assists the United States Department of Agriculture (USDA) USDA Soil Conservation Service in any activities or programs directed at minimizing soil erosion.

06.01.05.03 Policy 6.1.4.3: The Town conserves possible mineral resources by prohibiting mining and excavation activities.



06.01.06.00-OBJECTIVE 6.1.5: To appropriately manage and protect the Town's vegetative communities.

06.01.06.01 Policy 6.1.5.1: The natural vegetative communities of the Town should continue to be protected through the designation of large vegetative areas as conservation areas, and through landscaping or other regulations designed to preserve natural and planted vegetation.

06.01.06.02 Policy 6.1.5.2: Dune vegetation on Town beaches should be maintained and protected as set forth in the Coastal Zone Management Element goals, objectives and policies.

06.01.06.03 Policy 6.1.5.3: The Town's LDR's shall protect the Indian River Lagoon, the natural vegetative communities, near shore reefs, and the mangrove wetlands from degradation associated with development or redevelopment. ~~This policy has been implemented.~~

Policy 6.1.6.4: ~~The Town's LDR's should encourage the preservation of existing trees on all parcels to the greatest extent feasible and practical.~~

06.01.07.00 OBJECTIVE 6.1.6: **To protect wildlife habitats and wildlife species, which are endangered and threatened species, and species of special concern, as set forth in the Coastal Zone Management Element goals, objectives and policies.**

06.01.07.04 Policy 6.1.6.1: The Town's Public Safety Department enforces the applicable federal and state regulations restricting activities which adversely affect the survival of endangered and threatened species and species of special concern.

~~06.01.08.00~~ OBJECTIVE 6.1.7: **To continue to seek, through joint private, federal, state, county and town partnerships, the acquisition of environmentally sensitive lands which protect unique, rare or endangered habitats and enhance the survival of endangered flora and fauna species for conservation and stewardship of critical environmentally sensitive habitats.**

06.01.08.04 Policy 6.1.7.1: The Town shall continue to make its best efforts, through joint private, federal, state, county and town initiatives to acquire public ownership of environmentally sensitive habitats, which enhance the survival of endangered flora and fauna species.

Policy 6.1.7.2 ~~The Town should investigate, and if feasible, establish a process for accepting private donations of environmentally sensitive land that can serve as conservation and open space.~~

~~6.1.9.1~~ OBJECTIVE 6.1.8: **To properly store, collect, and dispose of hazardous and toxic waste.**

~~6.1.9.1~~ Policy 6.1.8.1: The Town prohibits the establishment of uses classified as hazardous waste generators as defined by the U.S. Department of Environmental Protection.

~~6.1.9.3~~ Policy 6.1.8.2: The Town cooperates with Martin County and provides the Town 's citizens with information on the types of, and best practices for, the disposal of small amounts of toxic and hazardous wastes.

06.01.09.03 Policy 6.1.8.3: Town should adopt an ordinance on the collection of hazardous and toxic wastes.

MEMORANDUM

To: Town Manager & Town Commission

From: Town Attorney

**Re: Updated Memo – Referrals and Development Approval
Modifications (for discussion)**

Date: July 10, 2026

This is an update to my memos dated May 8 and June 10, 2026, in response to the request that I refine proposed legislation regarding the Town’s land development regulations (“LDRs”) detailing the Town’s processes for addressing deviations from development entitlements requiring quasi-judicial hearings before the Development Review Board (“DRB”) or the Town Commission.

The proposed ordinance was removed from the agenda for the May 19, 2026, Commission meeting, and I have since discussed proposed revisions with staff. The proposal below retains the substantial compliance framework, replaces the prior subjective definition with objective, criteria-based standards, clearly separates the two distinct processes for amendments sought before work is undertaken and approvals sought after unpermitted work has been completed, and adapts several features of the Town of Palm Beach’s recently adopted regulations governing construction that deviates from approved plans (Palm Beach Ord. No. 005-2025), including a filing deadline and a doubled application fee for after-the-fact applications to amend.

Discussion during the March 25th, April 22nd and May 19th commission meetings inspired a revised proposal presented for the June 22, 2026 meeting. The Commission requested that the language be as tight as possible and that it clearly address two distinct situations: requests to amend a development order before the work is undertaken, and requests for approval after work has already been completed.

As revised, the draft below delineates two separate and distinct processes. Section 1.03 governs applications to amend an approved development order before the work is undertaken: any desired modification that is not in substantial compliance with the original approval, under the objective criteria of subsection 1.03(C), must be heard, through another quasi-judicial hearing, by the same governing body that issued the original approval. Section 1.04 governs unpermitted work: the violation is referred to code enforcement, and any application seeking approval of work already completed must be filed within thirty (30) days of written notice of the violation, is heard

exclusively by the town commission regardless of which body issued the original approval, and is accompanied by a doubled application fee.

I. I. PROPOSED LDRS

Sec. 1.02. – Referral to Quasi-Judicial Hearing to ~~development review board~~

- A. If the administrative official determines that there is any reasonable likelihood that a particular proposal that is otherwise within the administrative official's jurisdiction will have an adverse impact on adjacent properties, the surrounding area or the town as a whole, the administrative official must require that the application be heard by the development review board or the town commission, in accordance with these LDRs.
- B. If a written request for a hearing is received from any owner of property within 1,000 feet of the parcel proposed for development within 21 days of the date that notice of the application is mailed, the administrative official shall refer the application to the development review board or the town commission, in accordance with these LDRs.

Sec. 1.03 – Applications to Amend Approved Plans Before Work Is Undertaken

- A. If the administrative official determines that any desired modifications to previously approved development applications are not in substantial compliance (as defined in subsection C below) with the town's original approval granted through a quasi-judicial hearing, the applicant making the modifications must submit an application to amend its plans, which shall be heard, through another quasi-judicial hearing, by the same governing body that issued the original approval.
- B. An application to amend under subsection A shall be considered only if the application was properly submitted and considered before the work that is the subject of the application has commenced. If the applicant has done unpermitted work before submitting its application to amend, the unpermitted work will be addressed in accordance with Section 1.04 herein and Article XII of these land development regulations.
- C. For purposes of this section, a desired modification is in "substantial compliance" with the town's original approval only if the administrative official determines, in a written finding stating the basis for the determination, that the modification satisfies all of the following criteria: (1) it does not increase floor area, lot coverage, or the height of any building or structure, and does not reduce any required yard or setback; (2) it does not materially change the location or footprint of any building or structure; (3) it does not change the use of any building, structure, or land; (4) it does not alter the exterior appearance of any building or structure as viewed from adjoining properties or public rights-of-way, except for the substitution of exterior

materials or fixtures of like kind and equal or better quality; (5) it complies with all applicable provisions of these land development regulations; and (6) it does not deviate in any way from any express condition of the town's original approval. A desired modification that fails to satisfy any one of the foregoing criteria is not in substantial compliance and shall require an application to amend pursuant to subsection A.

The administrative official shall transmit each written finding of substantial compliance to the members of the town commission within three (3) business days of making the finding. If any member of the town commission delivers to the administrative official, within seven (7) days of receiving the finding, a written objection to the finding, the administrative official shall forthwith notify the applicant of the objection, and the desired modification shall be scheduled to be heard, in accordance with applicable notice requirements, at the commission's next regularly scheduled or specially called meeting, at which a majority vote of the commission shall approve, deny, or modify the requested modification. If no timely written objection is received, the modification may be approved administratively, provided that all other preconditions to issuance have been satisfied.

Sec. 1.04 – Unpermitted Work; Applications to Amend After Work Has Been Completed

- A. Upon finding that an applicant has done unpermitted work, including but not limited to, modifications to its approved plans ("Unpermitted Work"), the administrative official shall refer the applicant to code enforcement and/or the special magistrate for a violation of these LDRs. Said applicant shall be subject to code enforcement measures, pursuant to Chapter 2, Article VI, Division I, Section 2-133 of the town's code. Additionally, the building official may withhold the issuance of an Applicant's certificate of occupancy until the Unpermitted Work is resolved.
- B. Applicants who have done Unpermitted Work, including but not limited to, alterations that are inconsistent with an applicant's originally approved plans, must submit an application to amend the original approval within thirty (30) days of receiving written notice of the violation,¹ which will require the town to assess whether the Unpermitted Work is otherwise consistent with the town's land development regulations. The application must be submitted to the town commission regardless of which governing body or administrative official issued

¹ Filing deadline and doubled fee adapted from Palm Beach Ord. No. 005-2025 (codified at § 18-354, adopted May 14, 2025), which requires an application to retain unapproved construction within 30 days of the stop-work order and doubles the application fee to offset staff costs. The fee multiplier rides on the fee schedule set by resolution, consistent with the HB 399 cost-based redesign.

the original approval. The application shall be accompanied by twice the otherwise applicable application fee, as established by resolution of the town commission, to offset the additional costs of review occasioned by the Unpermitted Work. Notwithstanding Article XII, Section 2.04, of these land development regulations, an application to amend filed pursuant to this section may be accepted, processed, and heard while the underlying violation remains outstanding; the pendency of such an application shall not excuse compliance with any order of the special magistrate except as provided in subsection C below.

- C. A showing that Unpermitted Work is nevertheless consistent with town regulations may not serve as a defense in code enforcement proceedings but such evidence may be presented as a mitigating factor that the special magistrate may consider when assessing code enforcement fines and rendering orders. The submittal of an application to amend under this section before the town commission may function to stay the code enforcement proceedings if such a stay is requested in writing by the applicant and such request demonstrates good cause for a stay of proceedings. The special magistrate shall determine whether to grant or deny the stay, along with the duration and parameters of same.
- D. In the event the town commission hearing an application to amend under this section finds that the Unpermitted Work did not comply with town regulations, it may, as a consequence, order compliance with the originally approved application by a date certain, order the building official to refrain from issuing a certificate of occupancy (as consistent with Florida law), revoke an issued certificate of occupancy, lift a stay of code enforcement proceedings if a stay is in place, and/or refer the matter to code enforcement for the prosecution of additional violations.

II. THE EXISTING LDR

For ease of reference:

Sec. 1.02 - Referral to development review board.

- A. If the administrative officials determines that there is any reasonable likelihood that a particular proposal that is otherwise within the administrative official's jurisdiction will have an any adverse impact on adjacent properties, the surrounding area or the town as a whole, the administrative official may require that the application be heard by the development review board.
- B. If a written request for a hearing is received from any owner of property within 1,000 feet of the parcel proposed for development within 21 days of the date that notice of the application is mailed, the administrative officials shall refer the application to the development review board.

(Ord. No. 341, § 2, 11-20-12; [Ord. No. 411](#), § 6, 9-16-25)



Memorandum

To: Mayor & Town Commission

From: R. Garlo, Town Manager *RG*

Date: July 14, 2026

Re: Basement Policy Discussion

Introduction:

There have been several conversations amongst the Town Commissioners regarding the construction of basements on Jupiter Island. To summarize those discussions, the matter can be reduced to two points:

1. Those concerns over allowing basements to be constructed on a barrier Island.
2. If allowed, to provide clarification over the matter of what constitutes “floor area”.

Discussion:

The construction of any basement on Jupiter Island requires obtaining a permit from the State of Florida, specifically, the Florida Department of Environmental Protection (FDEP).

To facilitate this matter, staff felt that inviting Doug Aarons, P.E., M.B.A., CCCL Program Administrator, FDEP, to speak before the Commission would be helpful. This would inform Commissioners on what regulations and requirements would be evaluated by the FDEP with respect to engineering and location as part of their basement permitting process and include what aspects of the Florida Administrative Building Code are considered as well.

Mr. Aarons was unable to attend this July Commission meeting, but we anticipate his presence at the September Commission meeting.

Recommendation:

Staff suggests picking this matter back up at the September Town Commission meeting.

MEMORANDUM

To: Town Manager & Town Commission

From: Kyle B. Teal, Esq.

Re: Proposed Amendments to Appeals Process for Discussion (updated)

Date: July 10, 2026

This is an update to my memos dated May 8, 2026, and June 10, 2026, revised in accordance with the Commission's direction to return these proposed amendments for further discussion. For Commission discussion:

Appeals pertaining to "any requirement, decision or determination made by the administrative official, including interpretations, approval or denial of applications, conditions of development approval, and decisions made with regard to the enforcement of" the LDRs are governed by Article X, Division 8 of the LDRs. Section 8.02 provides that "[a]ll appeals shall be filed in writing within 30 days after rendition of the development order, or determination from which such appeal is taken, or the right to appeal shall be barred." Section 8.04 provides:

Suspension of work until appeal resolved

When an appeal has been filed, all proceedings and work on the premises that is related to the subject of the appeal shall cease until the appeal is resolved pursuant to this division unless the building official certifies to the town commission that, because of facts stated in the certificate, a stay would cause imminent peril to life and property, in which case proceedings or work shall not be stayed except by a restraining order which may be granted by the town commission or by a court of competent jurisdiction based upon due cause shown of imminent peril to life and property.

This section does not require the filing of a simple "notice of appeal," which other municipalities and appellate courts often permit. Adding this to the code would provide those with standing and/or commissioners who want to assert their rights to appeal a quasi-judicial or administrative determination an easier means of preserving their objections more efficiently at the municipal level. The use of a simple, straightforward Town-approved form would avoid ambiguity in the process.

Additionally, the “suspension of work” provision as drafted above is vague, as it is not clear what “all proceedings and work” encompasses. As it stands, any stay effectuated by this language would only commence upon filing of the *appeal itself*, which is more onerous than filing a simple Notice of Appeal. This puts the Town in a position where it may be required to proceed in effectuating a development approval and later have to walk it back in the event an appeal is successful. It may also put property owners and applicants in a position where they cannot secure a stay of the Town’s directive until they, or their counsel, have endured an onerous appeals process and effectively submitted the complete argument they intend to present.

The Commission also asked whether the appeal process can accommodate electronic submittals and a more automated system for providing notice of development orders and appeal hearings without compromising compliance with state law. Nothing in state law prevents the Town from accepting a Notice of Appeal, together with the associated fee, by electronic means; section 668.50, Florida Statutes, gives electronic records and signatures the same legal effect as their paper counterparts in transactions the Town agrees to conduct electronically. Notice is treated differently: where a statute prescribes a method of notice, that method is a floor. Section 166.041(9), Florida Statutes, establishes the notice procedures of that section as minimum notice procedures, so statutorily required mailed or published notice may be supplemented—but not replaced—by e-mail.

The mailed and posted notice required by the Town’s own regulations for development applications and hearings (Article XI, Sections 7.03 and 7.04 of the LDRs) stands on different footing. Because those requirements are Town-imposed and exceed the state minimums, the Commission may authorize automated electronic notice in addition to them—for example, e-mail transmittal of development orders and written determinations upon rendition, e-mail notice of appeal hearings to the parties and to persons requesting notice, and posting on the Town’s website. For legal advertisements otherwise required to be published in a newspaper, chapter 50, Florida Statutes, permits publication on the county’s publicly accessible website where the cost is less than newspaper publication, and residents may register to receive such notices by first-class mail or e-mail; legislation that would have extended this option to a municipality’s own website (HB 1009) did not pass in the 2026 regular session. The proposed revisions to Section 8.02 and proposed Section 8.06 below implement these elements for appeals.

The commission may consider amending this LDR if the Town is inclined to provide clarity and add safeguards to its appellate procedures. To properly require (1) a notice of appeal, (2) a more comprehensive stay upon receipt of the notice of appeal, (3) a hearing procedure, and (4) notice and transmittal provisions, we offer the following language for discussion (proposed deletions struck through; proposed additions underlined):

Sec. 8.02. - Appeal period.

All appeals must be initiated by submitting a written Notice of Appeal¹ with the Director of Building, Planning and Zoning accompanied by payment of the applicable fee established by resolution of the town commission and kept on file with the town clerk, within 30 days of rendition of the development order, or determination to be appealed, or the right to appeal shall be barred. The Notice of Appeal shall be submitted through the use of the Town's approved form, which may be submitted in person, by mail, or by electronic means designated by the town, including electronic mail or an electronic filing system, and must specifically identify: (1) the development order or determination being appealed; (2) in what respect the appealing party is aggrieved by the decision; and (3) the relief the appealing party is seeking. A development order shall be considered rendered for purposes of an appeal from the administrative official on the date of the administrative official's written determination and, in the case of an appeal from the development review board, on the date of the written development order.

Sec. 8.04. - ~~Suspension of work until appeal resolved.~~ Stay pending appeal.

When a Notice of Appeal has been submitted, all proceedings and work on the premises that is related to the subject of the appeal shall cease any action by any party that would be in furtherance of the decision to be reviewed is stayed until the appeal is resolved pursuant to this division unless the building official certifies to the town commission that, because of facts stated in the certificate, a stay would cause imminent peril to life and property, in which case proceedings or work shall not be stayed except by a restraining order which may be granted by the town commission or by a court of competent jurisdiction based upon due cause shown of imminent peril to life and property. A stay under this section shall be effective only with respect to the specific portion or aspects of the decision that are subject to the appeal. No other pending or future actions unrelated to the challenged portion shall be automatically stayed unless expressly included in the appeal or separately ordered. Any dispute as to the scope of a stay shall be resolved by the town commission upon a petition brought by the party requesting the stay or the party opposing it. A stay under this section may be lifted by order of the town commission, or automatically upon withdrawal of the appeal by the appellant.

¹ See form template attached hereto.

Sec. 8.05. - Hearing procedure.

All appeals under this division shall be heard at a regular or special meeting of the town commission occurring no earlier than **forty-five (45) days** after submission of the Notice of Appeal, in accordance with all applicable notice requirements, unless otherwise ordered by the Town Commission. All parties shall submit all evidence and materials supporting their arguments no later than fourteen (14) days prior to the scheduled commission hearing. Evidence and material submissions shall include, but are not limited to, reports, documents, expert opinions, and other relevant documents. All parties shall exchange and provide to the town clerk, no later than seven (7) days prior to the hearing, the names and contact information of all witnesses they intend to call. All parties shall submit their demonstrative aids, such as PowerPoint presentations or other visual materials, no later than three (3) business days prior to the hearing. Such demonstrative aids shall be relevant and may include diagrams, maps, or other visual representations supporting a party's argument. Parties shall be given an opportunity to present their cases, examine witnesses, and respond to questions.

Sec. 8.06. - Notice and transmittal.

The hearing on an appeal shall be noticed in accordance with the applicable notice requirements of these land development regulations. The town clerk shall also provide written notice of the date, time, and place of the hearing to the appellant, to the applicant and the owner of the property that is the subject of the appealed development order or determination (if not the appellant), and to any person who has requested notice of the appeal in writing. The administrative official shall transmit a copy of each development order and written determination to the applicant on the date of rendition and, upon written request, to any other person, and shall post a copy on the town's website. Any submittal, notice, or transmittal under this division may be made by electronic mail or other electronic means designated by the town. Electronic notice supplements, and does not replace, any notice required by general law or by these land development regulations.



DATE OF PAYMENT:

TOWN CLERK

NOTICE OF APPEAL

NOTICE IS HEREBY GIVEN that the following party submits this appeal to the Town Commission:

Appellant Name: _____

Email: _____

Address: _____

Phone #: _____

Agent Name: _____

Email: _____

Address: _____

Phone #: _____

DEVELOPMENT ORDER OR DETERMINATION APPEALED (including date): _____

BRIEF EXPLANATION OF APPEAL (in what respect the appealing party is aggrieved):

RELIEF REQUESTED: _____

RELEVANT TOWN REGULATION(S): _____

Signature of Owner or Agent—REQUIRED

Printed Name

Date



TOWN OF JUPITER ISLAND PUBLIC WORKS DEPARTMENT REPORT

To: Mayor & Town Commission

Through: Robert Garlo, Town Manager *RG*

CC: Kimberly Kogos, Town Clerk

From: John Duchock, Public Works Director

Date: 7/13/2026

The following report is a brief summary of ongoing Public Works projects, as well as expected upcoming actions to be undertaken by the Department. Where appropriate, supporting budget and decision-making information is included for Commission consideration.

River Road Access Improvements

River Road is a Town-owned road, limited to pedestrian and golf cart access between Grenville Road and Estrada Road along the intracoastal waterway. During seasonal high tides (king tides), the lowest sections of River Road become inundated by lagoon water and, over time, sections of the shoreline along the road have eroded and are beginning to show signs of deterioration. The deterioration of the road shoulder near the Estrada Road intersection has become visually evident, and contact with the owner of 103 River Road (the only home accessible only through River Road), has highlighted a matching concern regarding the condition of the road and fire rescue/emergency response vehicle access to the home. To address the road shoulder condition and emergency access to 103 River Road, Town staff has met with Captec Engineering, Inc. and will be advancing preliminary design services to evaluate engineering, permitting, and construction alternatives for stabilizing the road shoulder and potentially altering road geometry to improve emergency vehicle access.

River Road Improvements Preliminary Design: \$21,500 Time & Materials NTE

Lethal Yellowing Update

Staff continues to work with Dr. Brian Bahder of UF IFAS and Town arborist consultant, Mr. Brian Fischer of King Tree Service to study the presence and potential threat of lethal yellowing disease on Jupiter Island. To date, two rounds of sticky trap samples have been collected with only one location confirming the presence of the vector insect (*Haplaxius crudus*). Additional samples are being collected and will be provided to Dr. Bahder for testing of the vector for the phytoplasma disease (lethal yellowing). Future

updates to the Commission will include results of the testing and opinions on the level of threat to various palm tree species on the island.

It is noted that the Town is currently not applying the injection treatment for lethal yellowing to any trees on Jupiter Island, on private property or Town-owned property. Staff anticipates a Commission decision on the future of the lethal yellowing treatment program, pending review of the study results.

Ficus Allée Update

South Coast Grower, Inc., successfully transplanted the strangler fig tree from off-island onto the south side of Bridge Road on June 26th. Transporting the tree by road required reductions in the width of the tree to meet overhead clearance requirements and it was still a tight fit as the contractor offloaded the tree using a crane. The effort was a success, and the tree is in place and being tended to with plenty of water and nutrients to help it spring back. We have seen some stress in the tree with leaf drop, but this is to be expected.

Unfortunately, the relocation of the second tree located on the Town's property south of Pitou Trail was postponed. After trimming and prepping the tree for transport, it was noted that many of the upper main limbs had been damaged (likely from past storms) and were showing signs of decay. This compromised condition forced staff to stop the planned use of that tree. Currently, Staff has not identified another tree but will be working towards that in the near future.

Tree Relocation Budget (Approved): \$47,875*

*Final cost to reflect relocation of one tree and removal of stump.



Jupiter Island Public Safety Department June 2026 Activity Report



Monthly Activity By Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD 2026
<i>Calls for Service</i>	187	156	167	149	148	126							933
<i>Arrests</i>	1	0	2	1	0	2							6

Traffic & Marine Activity By Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD 2026
<i>Traffic Stops</i>	121	70	52	66	63	53							425
<i>Vehicle Citations</i>	6	4	5	8	12	23							58
<i>Parking Citations</i>	3	3	19	31	10	14							80
<i>Vehicle Crashes</i>	3	1	1	3	0	1							9
<i>Marine Unit Activity</i>	21	21	18	22	34	22							138

Major Crimes By Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD 2026
<i>Robbery</i>	0	0	0	0	0	0							0
<i>Burglary</i>	0	0	0	0	0	0							0
<i>Theft</i>	1	0	0	0	0	0							1
<i>Auto Theft</i>	0	0	0	0	0	0							0
<i>Assault</i>	0	0	0	0	0	0							0
Total	1	0	0	0	0	0							1



Jupiter Island Public Safety Department

June 2026

Activity Report



Other Crimes By Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD 2026
<i>Fraud</i>	1	0	0	0	0	0							1
<i>Drug Violations</i>	0	0	0	0	0	0							0
<i>Trespassing</i>	0	0	0	0	0	1							1
<i>Vandalism</i>	0	0	0	0	0	0							0
<i>Disorderly Conduct</i>	0	0	0	0	0	0							0
<i>Lewd & Lascivious</i>	0	0	0	1	0	0							1
Total	1	0	0	1	0	1							3

ALS Fire Rescue Responses By Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD 2026
<i>Medical Calls</i>	15	13	10	19	8	9							74
<i>Medical Average Response Time</i>	5.5 Mins	3.6 Mins	1.7 Mins	2.7 Mins	1.8 Mins	3.0 Mins							3.0 Mins
<i>Fire Calls</i>	15	11	12	9	12	5							64
<i>Fire Average Response Time</i>	4.8 Mins	3.2 Mins	2.8 Mins	4.2 Mins	3.1 Mins	3.2 Mins							3.5 Mins



Jupiter Island Public Safety Department

June 2026

Activity Report



Criminal Activity

Assist Other Agency (MCSO) / Suicide / June 1, 2026; Officers responded to the public beach in reference to a subject on the beach. Upon arrival the officers discovered the deceased victim with a self-inflicted gunshot wound. The scene was secured and turned over to the Sheriff's Office for follow-up investigation.

Traffic Arrest / June 11, 2026; while conducting a lawful traffic stop, the operator of the vehicle was issued a criminal traffic citation with a mandatory court date for No Valid DL/Never Issued.

Warrant Arrest / June 19, 2026; Officers stopped out with a vehicle improperly parked at the public beach and discovered the driver and sole occupant of the vehicle had an open warrant for violation of Domestic Violence Injunction and was subsequently placed under arrest and transported to the Martin County Jail. The vehicle was towed from the scene.

Trespass / June 28, 2026; Officers responded to the area of the Jupiter Island Club Marina in reference to a report of an elderly male trespassing on a boat in the marina. The complainant indicated that they had video surveillance from the previous night of an elderly male walking around the deck of one of the boats in the marina. The subject did not have permission to be on the boat and they did not know why he was there. There did not appear to be any damage or anything missing from the boat. Attempts were made to identify the subject from the video with no success. The investigation remains open.

Hobe Sound Beach Statistics

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD 2026
<i>Calls for Service-Day</i>	4	6	7	7	4	3							31
<i>Calls for Service-Night</i>	2	2	4	0	4	2							14
<i>Patrols</i>	81	77	97	98	102	109							564
<i>Traffic Stops</i>	6	9	5	6	11	3							40
<i>Medical Calls</i>	1	1	2	1	0	1							6



Jupiter Island Public Safety Department June 2026 Activity Report



Hobe Sound Beach Activity

DAYTIME 7am-7pm

Open Container / June 7, 2026, 7:21 am; Officers responded to the public beach parking lot in reference to a report of multiple subjects in a vehicle with open containers of alcohol. Upon arrival all subjects were identified and issued citations for open containers and ordered to leave the area.

Assist Other Agency (FWC) / June 19, 2026, 5:23 pm; Officers responded to the public beach in reference to a report of an elderly female disturbing sea turtle nests on the beach. Contact was made with the subject, and she was advised of the state and federal regulations related to turtle nests. There did not appear to be any signs of tampering with the surrounding nests, and the subject was asked to leave the area.

Medical Call / June 21, 2026, 4:34 pm; Officers responded to a report of a sick person at the pavilion at the public beach. Assistance was provided and the subject was transported to Jupiter Medical by MCFR.

NIGHTTIME 7pm-7am

Traffic Crash / June 13, 2026, 11:52 pm; Officers responded to the public beach parking lot in reference to a report of a minor crash. The driver indicated they had backed into a tree in the parking lot. There was no damage to the tree and minor damage to the vehicle. The operator declined a crash report and left the area.

TOV/E-Bikes / June 27, 2026, 8:39 pm; Officers responded to the public beach parking lot in reference to several subjects on E-bikes riding recklessly in the parking lot. Upon arrival officers did not observe any reckless behavior. Contact was made with e-bike operators and they were informed of the town ordinance related to e-bikes and asked to leave the area.



Jupiter Island Public Safety Department

June 2026

Activity Report



Code Compliance- TOV Activity By Month

<i>Violation Type</i>	Jan 2026	Feb 2026	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Oct 2026	Nov 2026	Dec 2026	YTD 2026
<i>Parking in Right of Way</i>	20	10	22	48	25	49							174
<i>No Flag Persons Present</i>	4	4	4	10	5	23							50
<i>Working Outside Hours</i>	0	1	1	1	0	2							5
<i>Work with No Permit</i>	0	0	0	0	0	0							0
<i>All Other Violations</i>	1	7	4	1	4	7							24
<i>Total Violations</i>	25	22	31	60	34	81							253
<i>Officer patrols</i>	1,000	901	1,070	1,082	1,252	1,511							6,816

Drone Activity By Month

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD 2026
<i>Flights & Deployments</i>	7	8	11	6	15	6							53

Upcoming Town Meetings and Events
2026

Date	Day	Time	Event/Meeting	Location
July 3	Friday	All Day	Independence Day Holiday - Town Offices Closed	
July 9	Thursday	9am	Development Review Board	Island Room
July 21	Tuesday	10am	SMRU Board Meeting	Island Room
July 22	Wednesday	9am	Town Commission and Beach Protection Meetings	Island Room
August 6	Thursday	9am	Development Review Board	Island Room
August 25	Tuesday	9am	Pension Board Meeting	Conference Room
August 25	Tuesday	10:15am	Defined Contribution Plan Committee	Conference Room
September 7	Monday	All Day	Labor Day Holiday - Town Offices Closed	
September 10	Thursday	9am	Development Review Board - NO MEETING THIS MONTH	Island Room (NOT Required)
September 14	Monday	9am	Town Commission Meeting	Island Room
September 14	Monday	1pm or Dir Following TC	SMRU Board Meeting	Island Room
September 14	Monday	5:01pm	First Budget Hearing	Island Room
September 17	Thursday	4pm	Beach Protection District Meeting	Island Room
September 17	Thursday	5:01pm	Second Budget Hearing and Adoption	Island Room

1-Jul-26

Key	
Changes from Previous Schedule	
Development Review Board	
Town Hall Closed	
Municipal Election	

Agendas posted on Town Website: www.townofjupiterisland.com prior to the meeting